

MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 33

STUDENT COMPUTER AND INTERNET USE RULES

These rules implement Board policy **IJNDB** - Student Computer and Internet Use. The rules are intended to provide general guidelines and examples of prohibited uses but do not attempt to state all required or prohibited activities by users. Failure to comply with Board policy **IJNDB** and these rules may result in loss of computer and Internet access privileges, disciplinary action and/or legal action.

A. Computer Use is a Privilege, Not a Right

Student use of the school district=s computers, networks and Internet services is a privilege, not a right. Unacceptable use/activity may result in suspension or cancellation of privileges as well as additional disciplinary and/or legal action.

The building principal shall have final authority to decide whether a student=s privileges will be denied or revoked.

B. Acceptable Use

Student access to the school district=s computers, networks and Internet services are provided for educational purposes and research consistent with the school district=s educational mission, curriculum and instructional goals.

The same rules and expectations that apply to student conduct and communications also govern student use of computers.

Students are further expected to comply with these rules and all specific instructions from the teacher or other supervising staff member/volunteer when accessing the school district=s computers, networks and Internet services.

C. Prohibited Use

The student is responsible for his/her actions and activities involving school district computers, networks and Internet services and for his/her computer files, passwords and accounts. Examples of unacceptable uses that are expressly prohibited include but are not limited to the following:

1. **Accessing Inappropriate Materials** - Accessing, submitting, posting, publishing, forwarding, downloading, scanning or displaying materials that are defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing and/or illegal;
2. **Illegal Activities** - Using the school district=s computers, networks and

Internet services for any illegal activity or activity that violates other Board policies, procedures and/or school rules;

3. **Violating Copyrights** - Copying or downloading copyrighted materials without the owner=s permission;
4. **Plagiarism** - Representing as one=s own work any materials obtained on the Internet (such as term papers, articles, etc.). When Internet sources are used in student work, the author, publisher and Web site must be identified;
5. **Copying Software** - Copying or downloading software without the express authorization of the building principal;
6. **Non-School-Related Uses** - Using the school district=s computers, networks and Internet services for non-school-related purposes such as private financial gain, commercial, advertising or solicitation purposes.
7. **Misuse of Passwords/Unauthorized Access** - Sharing passwords, using other users= passwords without permission and/or accessing other users= accounts;
8. **Malicious Use/Vandalism** - Any malicious use, disruption or harm to the school district=s computers, networks and Internet services, including but not limited to hacking activities and creation/uploading of computer viruses;
9. **Unauthorized Access to Chat Rooms/News Groups** - Accessing chat rooms or news groups without specific authorization from the supervising teacher is not allowed; and
10. **Unauthorized Access to Computer Games**
Students may not play computer games during the school day. (This does not include Agame like@ educational programs that are available as a menu option from Maine School Administrative District No. 33 network menu.)

D. No Expectation of Privacy

The school district retains control, custody and supervision of all computers, networks and Internet services owned or leased by the school district. The school district reserves the right to monitor all computer and Internet activity by students. Students have no expectations of privacy in their use of school computers, including e-mail and stored files.

E. Compensation for Losses, Costs and/or Damages

The student and/or the student=s parent/guardian shall be responsible for compensating the school unit for any losses, costs or damages incurred by the school district related to violations of policy **IJNDB** and/or these rules, including investigation of violations.

F. School District Assumes No Responsibility for Unauthorized Charges, Costs or Illegal Use

The school district assumes no responsibility for any unauthorized charges made by students including but not limited to credit card charges, long distance telephone charges equipment and line costs, or for any illegal use of its computers such as copyright violations.

G. Confidentiality of Information

Students are expected to use appropriate judgment and caution in communications concerning students and staff to ensure that personally identifiable information remains confidential. Information that identifies a student, including, but not limited to, the student=s full name, photograph, personal biography, e-mail address, home address, date of birth, social security number and parent=s names shall not be published without the prior written permission of the student=s parent/guardian.

H. Student Security

Students should never meet people they have contacted through the Internet without parental permission. Students should inform their supervising teacher if they access information or messages that are dangerous, inappropriate or make them uncomfortable in any way.

H. System Security

The security of the school district=s computers, networks and Internet services is a high priority. Any user who identifies a security problem must notify the building principal. The user shall not demonstrate the problem to others. Any user who attempts or causes a breach of system security shall have his/her privileges revoked and may be subject to additional disciplinary and/or legal action.

J. Parental Permission Required

Code:IJNDB-R

Students and their parent/guardian are required to sign and return the Computer/Internet Access Acknowledgment Form (**IJNDB-E**) before being allowed to use school computers.

Cross Reference: IJNDB - Student Computer and Internet Use

Approved by the Board of Directors on:
12/9/99 at Meeting No. 729