Somerset Berkley Regional School District Acceptable Use/ Internet Safety Policy (AUP/ISP)

SOMERSET BERKLEY REGIONAL HIGH SCHOOL

Computer, Network, and Internet - - Terms and Conditions

The Somerset Berkley Regional School District (SBRSD) believes that the use of computers and networked services, including the Internet, have become, if used appropriately, an integral part of the educational program. To this end, SBRSD provides both computers and network access for educational purposes, which includes the preparation and completion of classroom lessons and assignments; use of online educational resources; independent research; and other pertinent school business. This policy is intended to comply with the Children's Internet Protection Act (CIPA, NCIPA), and the Protecting Children in the 21st Century Act.

SBRSD expects all students, teachers, staff, and families to work together in creating a safe and secure learning environment when using technology. In support of this, SBRSD takes several steps to accomplish this goal, including educating students about appropriate online behavior in social networking and being aware of cyberbullying and responses to it. In addition, SBRSD implements both network filtering and monitoring to help encourage and supervise appropriate behavior.

SBRSD expects that parents/guardians will supervise their child(ren) when using technologies from home. It is the responsibility of all computer users to make sure they comply with providing a safe and secure learning environment when using technology.

SBRSD has implemented the LARK framework, which provides general principles and guidelines that we expect our students to follow:

LARK: Legal, Appropriate, Responsible, and Kind

Legal: Respect copyright laws by copying text, pictures, music and videos only with permission, and by citing where the materials was found. Permission must be obtained before taking pictures or videos of others. Illegally copied or downloaded software, files, pictures, music or games may not be used on any SBRSD computer, nor may the computers or networks be used for any illegal purpose.

Appropriate: School technology is to be used for educational purposes, and only appropriate words and images may be used and viewed. If inappropriate materials are viewed or received, it is the responsibility of the recipient to delete them. The guidelines set forth in the Acceptable Use and Internet Safety policy should be followed at all times.

Responsible: Diligent care should be taken with all hardware, systems settings (including shared computer screensavers or systems files) and software, so as to prevent damage, changing, or misuse, whether intentional or not. Personal information and passwords should be kept private.

Kind: Using computers does not change our obligations to be kind to one another. Do not use the computer to tread on the rights or feelings of others when communicating online. Be polite and kind when using online communications, and tell an adult if you observe misuse of online communication that might be harmful to you or to others.

Although the Internet offers vast opportunities to access resources, we must maintain an environment that promotes both responsible and ethical conduct in all computer activities conducted by students and staff.

STAFF AND STUDENTS ARE TO ACT RESPONSIBLY IN FOLLOWING OUR ACCEPTABLE USE/INTERNET SAFETY POLICY FOR EDUCATIONAL PURPOSES ONLY. (SEE BELOW)

Acceptable Use/Internet Safety Policy

Somerset Berkley Regional High School provides access to many kinds of equipment and networked resources. Members of the SBRSD community are encouraged to use the computers, peripheral hardware, software applications, electronic mail, and software installed by SBRSD technology department for educational or school-related activities and for the exchange of useful information. The equipment, software, and network capacities provided through SBRSD computer services remain the property of the Somerset Berkley Regional School District.

Access to SBRSD computing resources, including the Chromebook provided, is a privilege, and certain responsibilities accompany that privilege, including those described in this policy. SBRSD users are expected to demonstrate the same level of ethical and professional behavior as that of face-to-face or written communications.

General Principles

1. Follow the LARK principles at all times when using school computers or networks, regardless of location or device.
2. Do not attempt to damage, subvert, or bypass the SBRSD network (including firewalls and network filtering), SBRSD computers, or equipment belonging to others.
3. Any student owned electronic devices, such as cell phones, etc. are subject to the Electronic Device Policy as noted in the Student Handbook.
4. Do not attempt to modify the computing hardware provided by SBRSD.
5. SBRSD recognizes that the Internet has become a focal point for entertainment, business, and social uses as well as education. Therefore, students may use their school computers for personal purposes at home, as long as such use is consistent with family or household rules and does not interfere with school work.
6. Any information contained on any device purchased or leased by SBRSD is considered to be the property of Somerset Berkley Regional High School. SBRSD reserves the right to inspect any data, including email, and instant messages, stored on SBRSD devices or transmitted on SBRSD networks at any time, in order to retrieve SBRSD information and records, engage in routine computer maintenance and housekeeping, carry out internal investigations, check Internet access history, provide data or files to law enforcement authorities, or for other purposes related to school business. SBRSD staff may take immediate action as needed when a problem has been detected, including disconnecting systems from the network and blocking email messages or other uses that threaten the security, integrity, or functionality of the network.
7. All users must understand that SBRSD cannot guarantee the privacy or confidentiality of electronic documents and any messages that are confidential as a matter of law should not be communicated digitally.

Use of the Network

1. The school network is to be used for educational purposes that are for the purpose of work pertaining to your SBRHS class work only.
2. Students are not allowed to bring in their own computing devices. Upon delivery of school-issued devices to all students, any non-District owned devices will not be allowed to connect to the school network.
3. Student Chromebooks will by assigned automatically to Google Management Admin server.
4. Streaming media for entertainment, (such as YouTube, Netflix, Hulu, Vimeo, HBO Go, Pandora, Spotify, and others) is not permitted on the SBRHS network. Streaming is allowed for educational purposes. Non-educational use IS NOT ALLOWED as it can overload the network, interfering with the educational work of others.
5. Overloading the network, bypassing or otherwise interfering with the network infrastructure (including firewalls, network filters, and network monitors), attempting to subvert the security of other computer systems, or using the network to interfere with the work of other students, teachers, and staff, IS NOT permitted.
6. Playing computer games IS NOT permitted in the library media center, or in any situation which interferes with the network use or educational work by other students.

Examples of Inappropriate or Unacceptable Use

1. Forging, reading, deleting, copying, or modifying of electronic mail messages of other users is prohibited.
2. The creation, propagation and/or use of computer viruses are prohibited.
3. Deleting, examining, copying, or modifying files or other data belonging to other users is prohibited.
4. Unauthorized copying or installation of software belonging to the school is prohibited.
5. The hardware or software shall not be altered, mishandled, or abused in any way, aside from normal software customization.
6. Gambling activities are prohibited.
7. Accessing proxy sites, installing software or plugins to use proxy services, or other attempts to bypass the security or other network filtering of the SBRHS network is prohibited.
8. Intentionally destroying, deleting, or disabling SBRSD-installed software on any SBRSD computer is prohibited.
9. Vandalism, including (but not limited to) any attempt to harm or destroy the data of another user; to harm the network or any networks or sites connected to the network or Internet; or to breach security codes or passwords is prohibited.
10. Illegally copied or downloaded software, files, pictures, music or games may not be used on any SBRSD computer, nor may the computers or networks be used for any illegal purpose.

Violations may result in a loss of access as well as other disciplinary or legal action.

Consequences may include, at the discretion of school staff:

- Confiscation of the SBRSD computer or other device
- Loss of access to the network
- Revocation of privileges, athletic participation, or extracurricular participation
- Parental meeting
- Saturday School
- Suspension (in severe cases)
- Felony charges – MGL Ch. 266, Section 126a – Willful Destruction of Private Property (in severe cases)

Because of the importance of computing within the SBRHS curriculum, SBRHS prefers not to take computers away from students. However, if you break the AUP, it will be taken away and in cases of repeated violation of this policy, SBRSD reserves the right to take it away for any period of time up to and including the remainder of the school year.

SBRHS Online AUP/ISP Agreement Form

All SBRHS students must complete the SBRHS Online AUP/ISP Agreement Form. The form includes a statement that the student has read and agrees to this policy. The statements in the online form are expressly incorporated as part of this policy. Before receiving a Chromebook, students must complete that form, and both students and parents must read and sign the Computer Maintenance and Support Agreement, which incorporates this policy as well.

As part of the Chromebook distribution process, students and parent sign an agreement that incorporates this policy as part of the terms and conditions. SBRSD expects that both students and parents have read both this policy and the Chromebook agreement before signing.

The decision of SBRSD regarding inappropriate use of the technology or telecommunication resources is final. In situations requiring repair or replacement of equipment, SBRSD may seek monetary compensation for such costs.

Somerset Berkley Regional School District reserves the right to amend or revoke this policy.