

Palisades School District—*Palisades Middle School*
Internet Acceptable Use Guidelines and Agreement & Web Tool Use Permission

(in accordance with the Acceptable Electronic Technology Use Policy #815) **REVERSE SIDE MUST BE COMPLETED**

Internet access is available to students and teachers in the Palisades School District. We are very pleased to have Internet access, and firmly believe that it offers diverse and unique resources to students and teachers. Our goal in providing this service is to promote educational excellence in the district by facilitating resource sharing, innovation, and communication. Access to the Internet will enable students to explore thousands of libraries and databases from all over the globe.

With this global access comes the availability of material that may not be considered to be of an educational value in the context of a school setting. Families should be warned that some material obtained via the Internet might contain items that are illegal, defamatory, inaccurate, or potentially offensive. Palisades School District has taken precautions to restrict access to such controversial material; however, it is possible for an industrious user to discover it. Yet, we firmly believe that the benefits of Internet access far outweigh the possibility that users may procure material that is not consistent with the educational goals of the district.

The purpose of this agreement is to ensure that use of Internet resources is consistent with the district's stated mission, goals, and objectives. Smooth operation of access to the Internet relies heavily upon the proper conduct of the students and faculty. Strict guidelines are provided here so that you are aware of the responsibilities that you, as a user, are about to acquire. If a Palisades School District user violates any of these provisions, his or her account will be terminated and future access could be denied in accordance with the rules and regulations discussed with each user during Internet training sessions.

To gain access to the Internet, all students under the age of 18 must obtain parental permission. The parent and any student in grade 6 or higher must sign this document. The signatures at the end of this document are legally binding and indicate the parties who signed have read the terms and conditions carefully and understand their significance. Once signed, this form is to be returned to your child's homeroom teacher.

Terms and Conditions:

1. The purpose of Internet access is to support research and education in the Palisades School District by providing unique resources and the opportunity to perform collaborative work. The use of your account must be in support of education and research and consistent with the educational goals and objectives of the District. Use of other organization's networks or computing resources must comply with rules appropriate for that network. Transmission of any material in violation of any US or state regulation is prohibited. This includes, but is not limited to: copyrighted material, threatening or obscene material, or material protected by trade secret.
2. Users are expected to abide by generally accepted rules of network etiquette. These include (but are not limited to) the following:
 - Be polite. Do not write/send abusive messages to others.
 - Use appropriate language. Do not swear, use vulgarities, or any other inappropriate language.
 - Do not reveal your personal address/phone number, or those of others.
 - Your use of the Internet should not disrupt the use of the network by others (e.g. downloading huge files during prime time; annoying others by using the broadcast or talk functions).
3. Access is a privilege – not a right, and entails responsibility on the user's part. Based upon the acceptable use guidelines outlined in this document, the system administrators will deem what is inappropriate use and their decision is final. Also, the system administrator may close an account at any time, as required by or at the request of the administration, faculty, and/or staff of the Palisades School District.
4. Users are not permitted to use the computing resources for commercial purposes, product advertising, political lobbying, or political campaigning.
5. Users cannot transmit, receive, submit, or publish any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, offensive, or illegal material.
6. Palisades School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The district will not be responsible for any damages you suffer. This includes loss of data resulting from delays, non-deliveries, mistaken deliveries, or service interruptions caused by its own negligence or your errors or omissions.
7. Security on any computer system is a high priority, especially when the system involves many users.
 - If you feel you can identify a security problem, you must notify the system administrator.
 - Do not demonstrate the problem to other users.
 - Do not use another individual's account. (Attempts to log into the system as any other user will result in cancellation of user privileges).
 - Any user identified as a security risk or having a history of problems with other computer systems may be denied access.

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8. Vandalism of any kind will result in cancellation of privileges. Vandalism is defined as any attempt to harm or destroy data of another user, the network or any other agencies that are connected to the Internet. This includes but is not limited to, the uploading or creation of computer viruses.
9. Users must respect all copyright laws that protect software owners, artists, and writers. Plagiarism will not be tolerated.
10. All communication and information accessible via the computer resources shall be regarded as private property. However, people who operate the system may review files and messages to maintain system integrity and insure that users are using the system responsibly. Messages relating to, or in support of illegal activities may be reported to the authorities.
11. **Anyone who witnesses or is aware of the inappropriate use of a computer on school property is held responsible to report the incident to a teacher, staff person, or administrator immediately.**
12. Your signatures on this document indicate your understanding of and agreement to the terms outlined within it for the duration of the current school year.

Any violations may result in the loss of computer access, as well as other disciplinary or legal action. Users are considered subject to all local, state, and federal laws. PLEASE SIGN AND RETURN THIS FORM TO YOUR CHILD'S SCHOOL.

Student Section (MUST BE COMPLETED BY STUDENTS IN GRADES 6 AND HIGHER)

I have read and understand the guidelines printed above. I further understand that any violation of the above regulations will result in my access privileges being revoked and additional school disciplinary or legal action.

Student Signature: _____ Date Signed: _____ Grade: _____

Student Name (Please Print First AND Last Names): _____

Parent/Guardian Section (MUST BE COMPLETED)

____ YES, as the parent/legal guardian of the student signing above, I have read this agreement and have discussed the guidelines with my son/daughter. I understand that student Internet access is designed for educational purposes and agree to the guidelines and terms of Internet use as set forth in this document.

____ NO, my child may NOT participate in the use of the Internet.

Parent Signature: _____ Date Signed: _____

Parent Name (please print): _____ Daytime telephone #: _____

Home address: _____

WEB TOOL USE PERMISSION (MUST BE COMPLETED) Student's Name: _____

At Palisades, your child has the opportunity to participate in some collaborative projects with students via the Internet. When students are able to safely share their ideas with an audience broader than just our classroom, often they can discover their voice and become even more motivated to learn, communicate, and share their ideas effectively with others. These collaborative experiences support Palisades' efforts to prepare our students to become responsible digital citizens providing skills for college and the workplace.

We are participating in these collaborative digital projects to help our students learn the ways to safely use the Internet to share information and interact responsibly through experiences. We wish to use many different digital tools including but not limited to e-mails, blogs, wikis, video conferencing and collaboration websites. These projects will be shared privately with other classes to share over the Internet and with parents, and also may be shared publicly on the Internet. To protect student privacy and ensure safety throughout these projects.

The tools we use will be filtered for questionable content to the best of our ability and can be monitored if a situation requires it.

Students will be taught about Internet safety and the types of information that should or should not be shared while using these tools. Video conferencing would be open only to the parties involved and not permanently posted.

All sites that we use follow the safety guidelines outlined in the Children's Online Privacy Protect Act (COPPA- <http://www.coppa.org>). The protection measures we have in place conform to the Children's Internet Protection Act (<http://www.fcc.gov/cgb/consumerfacts/cipa.html>). If you are unsure of the protection measures you can provide for your children at home we have provided some tips at <http://www.palisadessd.org/internetsafety>. For more information on types of tools your child might use, please visit <http://www.palisadessd.org/webtools>. **Please check one of the following choices and sign below in the area designated.**

____ YES, my child has my permission to participate in teacher-moderated, Internet-based collaborative activities.

____ NO, my child does not have permission to participate in these class activities.

Parent Signature: _____ Date Signed: _____