<center>**Forest Ranch Charter School**

Student Internet Acceptable Use Agreement</center>

Forest Ranch Charter School provides information resources to students and staff. It is part of our mission to improve learning and teaching through interpersonal communication, student access to information, research, teacher training, collaboration and dissemination of successful education practices, methods and materials. While using School and personal technology resources on or near school property, in school vehicles and buses, at school-sponsored activities, as well as using School technology resources via off-campus remote access, students must act in an appropriate manner consistent with school and legal guidelines. It is the joint responsibility of school personnel and the parent/guardian of each student to educate the student about his/her responsibilities and the establish expectations when using technology.

Note: Internet is a term that can mean one or more of the following on-line telecommunications services: World Wide Web, e-mail, bulletin boards, newsgroups, etc.

Safety Guidelines

The Director shall develop and implement appropriate procedures to provide guidance for access to electronic information. Internet safety measures shall be implemented that address the following, within technical and budgetary constraints:

- Controlling access by students to inappropriate matter on the Internet
- Safety and security of students when they are using electronic communications
- Preventing unauthorized access, including "hacking" and other unlawful activities by students online
- Unauthorized disclosure, use and dissemination of personal information regarding students
- Restricting students' access to materials harmful to them

Forest Ranch Charter School will address teacher supervision of student computer use, ethical use of electronic media (including, but not limited to, the Internet, e-mail and other technological resources), and issues of privacy versus administrative review of electronic files and communications. In addition, guidelines shall prohibit utilization of networks for prohibited or illegal activities, the intentional spreading of embedded messages, or the use of other programs with the potential of damaging or destroying programs or data.

Internet Use

Note: "User" refers to any employee, student, or community member who accesses or utilizes the Forest Ranch Charter School electronic communication system, which includes Internet access.

The following uses of Forest Ranch Charter School system are considered unacceptable:

1. Personal Safety
    a. Students will not post personal contact information about themselves or others.
    b. Students will not agree to meet with someone they have met online without their parents/guardian's approval and participation.

c. Students will promptly disclose to their teacher or other school employee any message they receive that is inappropriate or makes them feel uncomfortable.

d. Student photographs – Parent/guardians must notify the Director in writing if they object to the publishing of individual or group photographs where their student is not identified. If schools wish to publish photos with student identification, parent/guardian permission is required.

2. Illegal Activities

a. Users will not attempt to gain unauthorized access to the Forest Ranch Charter School system or to any other computer system through the FRCS system, or go beyond their authorized access. This includes attempting to log in through another person's account or access another person's files. These actions are illegal, even if only for the purposes of "browsing".

b. Users will not make deliberate attempts to disrupt the computer system performance or destroy data by spreading computer viruses or by any other means.

c. Users will not use the FRCS system to engage in any other illegal act, such as arranging for a drug sale or the purchase of alcohol, engaging in criminal gang activity, threatening the safety of another person, etc.

3. System Security

a. Users are responsible for the use of their individual account(s) and should take all reasonable precautions to prevent others from being able to use their account. Under no conditions should a user provide their password to another person.

b. Users will immediately notify the system administrator if they have identified a possible security problem. Students will not go looking for security problems, because this may be construed as an illegal attempt to gain access.

c. Users will avoid the inadvertent spread of computer viruses by following the FRCS virus protection procedures.

d. Users will not load personal software or programs on School computers nor will they download programs from the Internet without the approval of their instructor or supervisor.

4. Inappropriate Language

a. Restrictions against inappropriate language apply to public messages, private messages and material posted on Web pages.

b. Users will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language.

c. Users will not post information that, if acted upon, could cause damage or a danger of disruption.

d. Users will not engage in personal attacks, including prejudicial or discriminatory attacks.

e. Users will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If a student is told by a person to stop sending messages, they must stop.

f. Users will not knowingly or recklessly post false or defamatory information about a person or organization.

5. Respect for Privacy

a. Users will not repost a message that was sent to them privately without permission of the person who sent them the message.

b. Users will not post private information about another person.

6. Respecting Resource Limits

   a. Users will use the system only for educational and professional or career development activities, and limited personal research and exploration act ivies.

   b. Users will not download large files unless absolutely necessary. If necessary, users will download one file at a time when the system is not being heavily used. Large downloaded files should be immediately erased from shared resources.

   c. Users will not post chain letters or engage in "spamming'. Spamming is sending an annoying or unnecessary message to a large number of people.

   d. Users will check their e-mail frequently and delete unwanted messages promptly. Users will subscribe only to high quality discussion group mail lists that are relevant to their education or professional/career development.

7. Plagiarism and Copyright Infringement

   a. Users will not plagiarize works they find on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were original to the user.

   b. Users will respect the rights of copyright owners. Copyright infringement occurs when an individual inappropriately reproduces a work that is protected by a copyright. If a work contains language that specifies acceptable use of that work, the user should follow the expressed requirements. If the user is unsure whether or not they can use a work, they should request permission from the copyright owner.

8. Inappropriate Access to Material

   a. Users will not use the FRCS system to access material that is profane or obscene (pornography), that advocates illegal acts, or that advocates violence or discrimination towards other people (hate literature). For students, a special exception may be made for hate literature if the purpose of such access is to conduct research and both the teacher and the parent/guardian approve access. FRCS employees may access the above material only in the context of legitimate research.

   b. The internet systems at FRCS have filters installed to prevent inappropriate material from reaching students. As with most systems, this is not infallible. If a user inadvertently accesses such information, they should immediately disclose the inadvertent access in a manner specified by his/her school.

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Student/Parent Acknowledgement

Students: <u>Please sign below acknowledging that you understand the behavior expectations and the consequences of any misbehavior.</u>

I understand and will abide by the above Internet Use Agreement. I further understand that any violation of the regulations above is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action.

Student Name (please print) _____

Student Signature _____ Date _____

Parents or Guardians: <u>Please read this agreement with your student(s) and make sure they understand the behavior expectations and the consequences of any misbehavior.</u>

As the parent or guardian of this student, I have read the Internet Use Agreement. I understand that this access is designed for educational purposes. Forest Ranch Charter School has taken precautions to eliminate controversial material. However, I also recognize it is impossible for the School to restrict access to all controversial materials and I will not hold them responsible for materials acquired on the network. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give permission to issue an account for my child and certify that the information contained on this form is correct.

Parent/guardian Name (please print) _____

Parent/guardian Signature _____ Date _____