

Internet Acceptable Use

The Laurens County School System, also referred to as the LCBOE in this document, in conjunction with its internet service providers presents to its faculty, staff, and students, Internet access for the purposes of academic disciplines. Our goal in providing this service is to integrate its resources into the curriculum and promote educational excellence. In recognizing the awesome and ubiquitous tool that the Internet provides to the users in the Laurens County School System; the Systems Administrators, faculty and Administration recognizes that some resources may contain defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal material, and, therefore, requires each user of the Internet to subscribe to the following terms and conditions for use. In an effort to provide a safe environment for all users of the LCBOE network and Internet, LCBOE has deployed an Internet filter which will be used to block or filter access to inappropriate information and material on the Internet. It should not be assumed that that users are completely prevented from access to inappropriate materials or from sending or receiving objectionable communications. The signatories at the end of this document must realize that **this document is legally binding** and the terms and conditions should be **carefully and fully understood**.

The Systems Administrators reserve the right to modify any term or condition with appropriate notification to the users of the system. The Systems Administrators reserve the right, at their sole discretion, to suspend or terminate user's access to and use of Internet upon any breach of Terms and Conditions by user. Use of LCBOE technology, Internet, and network resources is contingent upon compliance with state and federal laws, district regulations, and the user terms and conditions outlined in this document. Violations may result in a loss of some or all privileges. Specific disciplinary actions involving student misuse will be determined at the school level in accordance with LCBOE policies. A panel consisting of a member from the district technology department, school administration, and/or district administration will determine the appropriate action to be taken against the user in terms of future use of the network (i.e. Internet, Email, etc.) at school sites.

TERMS AND CONDITIONS**Personal Responsibility**

Any user of LCBOE technology will accept personal responsibility for appropriate use of all resources. The use of the Internet and the supporting software is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. LCBOE provides its students and authorized employees with access to and use of its technology consistent with the district's vision and strategic goals. Therefore, LCBOE and its System Administrators reserve the right to monitor, access, and disclose contents of any user's files, activities, or communications to any appropriate authority, including law enforcement. Attempts to logon as a Systems Administrator will result in cancellation of user privileges. Users are not allowed to use others' E-mail accounts or passwords. Any user identified using or sharing this information will lose their privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the Internet as well as other services provided via LCBOE network system. The Systems Administrators will deem what is appropriate use and their decision is final. Also, the Systems Administrators may close any account at any time as required, without notice. The School administration, faculty, and staff may request the Systems Administrators to deny, revoke, or suspend specific users, with no appeal process. The Systems Administrators reserve the right to set quotas for disk usage on the system. Any member who exceeds their quota will be advised to delete files to return to compliance. No software may be uploaded to the software libraries of the computer stations in school without prior permission from the Systems Administrators. Copyrighted material must not be placed on any computer in the Laurens County School System unless an original copy or appropriate license is maintained at the school site.

Acceptable use of the Internet

LCBOE maintains certain expectations for students and employees concerning Internet and LCBOE Network usage. They include but are not limited to the following:

1. Do not violate any state or/or federal laws (i.e. copyright laws)
2. Do not violate LCBOE policies or Georgia BOE policies.
3. Do not reveal personal information such as address or phone numbers.
4. Do not indicate, suggest, view, or transmit any racist, sexist, or pornographic material.
5. Do not conduct unethical or illegal activities of any kind.
6. Do not make solicitations or purchases of a personal nature.
7. Do not conduct commercial, for profit activities.
8. Do not transmit any copyrighted material, trade secrets, threatening and/or obscene material.
9. Note that Electronic Mail (E-mail) is not guaranteed private. Data, including personal letters, E-mail, bank account info etc., stored on school computers is considered public information.
10. Do not use the network in such a way that you would disrupt the use of the network by other users. (Using up Bandwidth).

In addition, the following conduct is prohibited: accessing, sending, creating, or posting materials or communications that are – damaging to another person’s reputation, abusive, obscene, sexually oriented, threatening or demanding to another person’s gender, race, ethnicity.

Privacy

Never give your full name, home address, phone number or other personal information on the Internet or any other information service. Never give out this type of information for any other person. Never use anyone else's name, password, or account.

Internet Filtering

LCBOE uses an advanced content filtering solution to help protect users from inappropriate Web content and help ensure LCBOE is compliant with CIPA rules. The filtering software uses an extensive URL database that is classified into categories for efficient policy enforcement and helps monitor real-time threats against malware and other exploits. It is prohibited to use personally owned equipment such as, but not limited to, smart cards, wireless cards, cellular hotspots, etc., to bypass the filtered internet provided by LCBOE.

Google Apps for Education and Microsoft Office 365

LCBOE is a member institute of the Google Apps for Education program and Microsoft's Office 365 Education Plus for Faculty and Students. With these initiatives, all elementary through high school Laurens County students are enrolled in these programs, which provide students and teachers with access to online tools such as digital storage, word processing, and a collaborative email system for classes. The overall goals of these programs are to provide digital educational resources that appropriately serve the students throughout their tenure in Laurens County Schools. LCBOE provides these email and storage accounts; as a result, all students’ accounts and all employees’ accounts can be monitored by school system administrators.

Security

On all networks, security is of the highest priority. If you identify a security problem, notify a school administrator, Systems Administrator, or faculty member at once. Never demonstrate a security flaw to other users as this may compromise the integrity of the network.

Vandalism

Causing damage to any equipment or the data of another person or agency, including uploading or creating a computer virus WILL result in the loss of ALL technology privileges, disciplinary action, and legal referral. A user of LCBOE technology is liable for up to and not exceeding the amount of monetary damages as determined by Georgia State Law for damage to technology equipment. This includes malicious damage to equipment or data, introduction of virus or modification to system settings, or any other acts that make the equipment inefficient or inoperable.

Liability

The Laurens County School System as the Systems Administrator makes no warranties of any kind, whether expressed or implied, for the service it is providing. The Laurens County School System will not be responsible for any damages suffered while on this system. These damages include loss of data, mis-deliveries, service interruptions, and/or exposure to offensive or threatening material. The Laurens County School System specifically denies any responsibility for the accuracy of information obtained through these services. Security for privately owned portable electronic devices is the sole responsibility of individual owners. Neither LCBOE, nor its staff or employees, is liable for any device stolen or damaged, either physically or operationally, on school premises.

Laurens County School System Acceptable Use Procedure (AUP) Agreement Form

I understand and will abide by all of the provisions and conditions of this contract. I understand that any violations may result in disciplinary and/or legal actions. I also agree to immediately report any misuse of technology resources or information services to a school administrator.

USER NAME (please print) _____

USER SIGNATURE _____ DATE _____

Students under the age of eighteen MUST have the signature of their parent/guardian below.

As the parent/guardian of this student, I have read and understand that the Laurens County School System is providing advance technology resources and Internet information services for educational purposes. I understand that reasonable precautions will be taken but that complete prevention of access to offensive material may not be possible. I will not hold the LCBOE responsible for materials on the Internet.

PARENT/GUARDIAN (please print): _____

PARENT/GUARDIAN SIGNATURE: _____ DATE _____