

**NORTH ATTLEBOROUGH SCHOOL DISTRICT  
Student Internet Safety and Technology Use Policy**

**INTRODUCTION**

The purpose of this Policy and Contract is to outline the acceptable use of technology hardware, software, systems, networks, websites, Internet connections and/or other equipment, hereinafter referred to as “technology,” belonging to, or in the possession and/or control of, the North Attleborough School District (NASD).

NASD will not be liable for the actions of anyone connecting to the Internet. All users shall assume full liability, legal, financial, or otherwise, for their actions.

NASD may make changes in this Policy and in the Contract at any time, with or without prior notice to students or other users, or parents.

Any failure to comply with this Policy shall constitute misconduct by the user and may result in discipline and/or legal action against the user.

**I. PRIVACY**

The Internet is not private. All documents, emails and postings are archived and can be found in the future.

NASD can and does monitor all computer use. All messages, files, sounds, image and information created, sent, or retrieved over NASD technology are the property of the NASD. NASD reserves the right to monitor, inspect, copy, review, delete, destroy, maintain and/or store at any time without prior notice any and all messages, data and information created, sent, or retrieved over NASD technology. All files shall be and remain the property of the NASD, and no user shall have any expectation of privacy regarding such materials. Likewise, all users shall have the expectation that NASD will not use information stored on their servers for commercial purposes. However, all information maintained by NASD on its technology equipment, networks, and/or web site(s) is subject to the Massachusetts Public Records law, and NASD may be required to make any such information available to members of the public, regardless of the anticipated use of such information.

NASD has the right to access information stored in any user folder or documents on the current user screen. Each computer keeps a history of all Internet sites visited, which can be retrieved if necessary.

**II. PERSONAL RESPONSIBILITY**

By signing the Contract, the user agrees to follow all rules outlined in this Policy and to report violations of the Policy by other students to the site administrator (e.g., teacher, lab assistant, paraprofessional, media specialist, building administrator). Use of NASD technology is a privilege and not an entitlement. It is expressly agreed that NASD may, acting in its sole discretion, limit or deny that privilege to any user at any time. Use of personal technology must be in compliance with the student handbook and this Policy.

**III. TERM OF THE PERMITTED USE**

A student who returns a properly signed Contract will have access to NASD technology. *The student and/or the parent/guardian must sign the Contract upon entrance to NASD and upon entrance to the Middle School. A signature must be on file for each student.*

**A. ACCEPTABLE USES**

**Educational Uses**

NASD provides access to its computer networks and the Internet for educational purposes only. Specific approved uses include, but are not limited to

- research
- distance learning
- communication and activities that support our educational mission
- educational or vocational searches

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**B. Unacceptable Uses of Network**

The following uses are considered unacceptable:

1. Violating the law or encouraging others to violate the law.
2. Transmitting offensive or harassing messages including cyber-bullying.
3. Using NASD technology for a primarily commercial, social and/or entertaining nature, with no related educational purpose.
4. Using NASD technology to view, transmit or download pornographic or otherwise objectionable materials.
5. Using NASD technology to transmit confidential materials. Providing private information about oneself and any other individual over the Internet including credit card or social security numbers (unless for approved uses, such as college or employment applications).
6. Using NASD technology to download and/or use any program, partial program, peer-to-peer software or game.
7. Using the network to cause harm to others or their property.
8. Using the network to access, modify or destroy a file that has been created by another.
9. Sharing passwords or assigned accounts.
10. Knowingly engaging in activities that expose NASD technology to computer viruses, harmful software, or physical damage.
11. Hacking activities or circumventing security measures on school or remote computers.
12. Unauthorized copying, downloading, or distributing of copyrighted software or materials. This includes, but is not limited to: e-mail, text files, program files, image files, database files, sound files, music files, and video files.
13. Plagiarizing.
14. Spamming or the unauthorized use of NASD distribution lists for e-mails. This includes creating or forwarding chain letters or pyramid schemes of any type.
15. Distributing jokes, stories, or other materials that are based upon slurs or stereotypes relating to race, gender, ethnicity, nationality, religion, or sexual orientation.
16. Bypassing NASD filtration (e.g., use of proxy servers).
17. Any other use deemed unacceptable by NASD.

**C. Netiquette**

All users must abide by rules of network etiquette, which include the following:

1. Be polite.
2. Avoid offensive language.
3. Forward or redistribute e-mail messages and/ or e-mail addresses only with the permission of the sender.
4. Be considerate when sending attachments with e-mail.

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**IV. INTERNET SAFETY****A. Individual Responsibility**

Every user must take responsibility for his or her use of the network and Internet. If a student finds that other users are visiting offensive or harmful sites, he or she is encouraged to report such use to the site administrator.

**B. Personal Safety**

If someone attempts to arrange a meeting as a result of an Internet contact, the student is to report the communication immediately to the site administrator.

**C. Confidentiality of Student Information**

Personally identifiable information and/or images of students may not be disclosed or used in any way on the Internet without the permission of a parent/guardian, or if the student is 18 or over, the permission of the student. If the user has any doubts or questions about providing information over the Internet, the user is urged to contact the site administrator or supervising teacher before providing such information.

**D. Active Restrictive Measures**

NASD either by itself or in combination with the Internet Service Provider (ISP) utilizes filtering or blocking software or other monitoring technologies to prevent students from accessing visual depictions that are (1) obscene, (2) pornographic, or (3) harmful to minors. Although filtering software and monitoring efforts are designed to make the Internet an educational and safe experience, they cannot completely eliminate the risk that students will be able to access inappropriate material.

The term "harmful to minors" is defined by the Communications Act of 1934 (47 USC Section 254 [h] [7]), as meaning any picture, image, graphic image file, or other visual depiction that

- taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion.
- depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals.
- taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

CIPA (Children's Internet Protection Act) mandates that filtration be in place.

**V. VIOLATIONS OF THE POLICY**

Failure to follow the Policy can, at the discretion of NASD, result in

- restricted technology access.
- loss of technology access.
- other disciplinary action.
- referral to law enforcement personnel and/or legal action including, but not limited to, criminal or civil prosecution and/or penalty under appropriate state and federal laws.

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**VI. WARRANTIES/INDEMNIFICATION**

NASD makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of its technology provided under this Policy. NASD shall not be responsible for any claims, losses, damages, injuries or costs or fees (including attorney's fees) of any kind suffered or incurred, directly or indirectly, by any user arising from use of NASD technology.

By signing the Contract, the user takes full responsibility and agrees to hold harmless and indemnify NASD, its Internet Service Provider (ISP), the town of North Attleborough, and all of NASD, its ISP officers, and the town's employees, agents, representatives, administrators, teachers, volunteers and staff from any and all claims, losses, damages, injuries or costs or fees (including attorneys fees) of any kind resulting from the user's access to the NASD technology, including, but not limited to, any fees or charges incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user's parent/guardian agrees to cooperate with the district in the event of the school's initiating an investigation of a user's access to its computer network and the Internet, whether that use is on a school computer or on another computer outside the network.

**VII. UPDATES**

If the account information initially provided changes, it is the user's responsibility to report such changes immediately to the site administrator. Users may be asked, on occasion, to re-sign the Contract.

**VIII. PUBLISHING ON THE INTERNET**

NASD requires that all publications of school, grade, department, group or project pages that are displayed on any NASD webpage be created and reviewed within the guidelines established by NASD.

**A. North Attleborough School District's Website**

The purpose of the NASD website is to encourage and enhance teaching and learning and to provide accurate and timely information about our school system.

1. All webpages will be official publications of NASD.
2. The district webmaster will oversee all NASD webpages.

**B. Publishing Guidelines**

NASD has established guidelines for publishing on the district's website:

1. NASD webpages must have common elements of consistent form and quality content, and must follow copyright laws and software licensing regulations.
2. All subject matter including links should relate to curriculum, instruction, school activities, general information supporting student safety, growth, and learning, or information of interest to the public.

**C. Safety Procedures for Publishing on the Internet**

1. Parents/guardians not wishing to have their children's images, voice or work published on the Internet should contact their building principal or designee, in writing.
2. Students shall not be identified by home addresses, telephone numbers or e-mail addresses.

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**IX. ELECTRONIC COMMUNICATIONS**

Electronic communications, including but not limited to, e-mail, messaging, voice over IP, blogging, audio and video broadcasting, chat rooms, wikis and social networking are prohibited unless those applications are required for educational purposes. If a student receives a threatening or harassing e-mail or message, it should not be erased. It is the student's responsibility to immediately notify the site administrator.

This Policy was approved by the North Attleborough Public School Committee

June 8, 1998

Amended: June 3, 2002

Amended: November 2, 2009