

Acceptable Use and Internet Safety Policy

Dr. Robert Ketterer Charter School

Board Approved: 6/3/11

The Dr. Robert Ketterer Charter School makes available to its students access to interconnected computer systems within the Charter School and to the Internet, the world-wide network that provides various means of accessing significant educational materials and opportunities.

In order for the Charter School to be able to make its computer network and Internet access available, all students must take responsibility for appropriate and lawful use of internet resources. Teachers and other Staff will make reasonable efforts to supervise student use of network and Internet access. Students must understand that inappropriate internet use can result in one or more of the following; school discipline, loss of the privilege of using internet resources, and/or criminal prosecution.

Below is the Acceptable Use and Internet Safety Policy ("Policy") of the Charter School and the Data Acquisition Site that provides Internet access. Upon reviewing, signing, and returning this Policy, a student will be eligible for Internet access at Dr. Robert Ketterer Charter School. If a student is under 18 years of age, the "PARENT'S OR GUARDIAN'S AGREEMENT" must be signed and returned. The Charter School cannot provide access to any student who is 18 or older until the Policy is signed and recorded or to a student under 18, until the "PARENT'S OR GUARDIAN'S AGREEMENT is signed and recorded.

Listed below are the provisions of your agreement regarding computer network and Internet use. If you have any questions about these provisions, you should contact the Dr. Robert Ketterer Charter School Technology Director.

I. PERSONAL RESPONSIBILITY

By signing this Policy, you are agreeing to follow all rules outlined in the policy and to report violations of the policy by other students.

II. TERM OF THE PERMITTED USE

A student who returns a properly signed Policy will have computer network and Internet access during the remainder of the students' academic career while enrolled in the Dr. Robert Ketterer Charter School.

III. ACCEPTABLE USES

A. Educational Purposes Only. The Charter School is providing access to its computer networks and the Internet for educational purposes only.

B. Unacceptable Uses of Network.

Among the uses that are considered unacceptable and which constitute a violation of this Policy are the following:

1. Uses that violate the law or encourage others to violate the law.
2. Transmittal of offensive or harassing messages.
3. Any use which is commercial in nature.
4. Any use for lobbying or political purposes.
5. To use the Internet to view, transmit or download pornographic or otherwise objectionable materials.
6. To use the Internet to transmit confidential or copyright materials.
7. To use the internet to download any program, partial program or game without the express permission of the supervising teacher and Dr. Robert Ketterer Charter School Technology Director.
8. Any use of the internet which causes harm to others or their property, including the invasion of privacy of others.
9. Any improper use or sharing of passwords, including computer/Internet use while privileges are suspended or revoked.
10. Any programming vandalism.
11. Any "hacking" activities, including attempts to circumvent or disable any filtering or security hardware or software.
12. Any activities designed to expose Charter School or other computers to computer "viruses".
13. Any activity to disrupt the work of other persons (including the destruction, modification, or abuse of computer hardware or software)
14. Students cannot provide private information about themselves or any other individual over the internet including credit card or social security numbers.
15. Students shall not access or engage in e-mail, instant messaging, chat rooms, or social networking sites, including but not limited to Facebook, MySpace, Twitter, AOL Instant Messenger, etc.

IV. INTERNET SAFETY

A. General Warning; Individual Responsibility of Parents and Users. All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged pupils. Every user must take responsibility for his or her use of the computer network and Internet and stay away from these sites. Parents of minors are the best guide to materials to shun. If a student finds that other users are visiting offensive or harmful sites, he or she should report such use to his/her supervising teacher.

- B. **Personal Safety.** Be safe. In using the computer network and Internet, do not reveal personal information such as your home address or telephone number. Do not use your real last name or any other information which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone you "meet" on the computer network or Internet without your parent's permission. If someone attempts to arrange a meeting with you as a result of an internet contact you must report the communication, immediately, to your supervising teacher.
- C. **"Hacking" and Other Illegal Activities.** It is a violation of this Policy to use the School's computer network or the Internet to gain unauthorized access to other computers or computer systems, or to attempt to gain such unauthorized access. Any use which violates state or federal law relating to copyright, trade secrets, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited
- D. **Bullying (including cyberbullying).** Bullying means an intentional electronic, written, verbal, or physical act or series of acts directed at another student or students, which occurs in a school setting and which is severe, persistent, or pervasive and has the effect of doing any of the following:
1. Substantial inference with a student's education.
 2. Creation of a threatening environment.
 3. Substantial disruption of the orderly operation of the school.
- E. **Confidentiality of Student Information.** Personally identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian or, if the student is 18 or over, the permission of the student himself/herself. Users should never give out private or confidential information about themselves or others on the Internet, particularly credit card numbers and Social Security numbers. Only a member of the school administration may authorize the release of student information, as defined by Pennsylvania law, for internal administrative purposes or approved educational projects and activities.
- F. **Active Restriction Measures.** The School, either by itself or in combination with the Data Acquisition Site providing Internet access, can and will utilize filtering software or other technologies to prevent students from accessing visual depictions that are (1) obscene, (2) child pornography, or (3) harmful to minors, pursuant to the Children's Internet Protection Act. The School will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or any other material that is inappropriate for minors.

Internet filtering software or other technology-based protection systems may be disabled by a supervising teacher or school administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 17 or older.

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.

V. PRIVACY

Network and Internet access is provided as a tool for your education. The Charter School reserves the right to monitor, inspect, copy, review and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the Charter School and no user shall have any expectation of privacy regarding such materials. Each user of a Charter School computer therefore agrees and consents to such logging, monitoring and review.

VI. FAILURE TO FOLLOW POLICY

The user's use of the computer network and Internet is a privilege, not a right. A user who violates this Policy, shall at a minimum, have his or her access to the computer network and Internet terminated, which the Charter School may refuse to reinstate for the remainder of the student's enrollment in the Charter School. A user violates this Policy by his or her own action or by failing to report any violations by other users that come to the attention of the user. Further, a user violates this Policy if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The Charter School may also take other disciplinary action in such circumstances. In some instances inappropriate computer and Internet use violates state and/or federal laws and may result in criminal prosecution or juvenile court action.

General Consequences for Inappropriate Use of Computers

Due to the varied nature of possible computer infractions, consequences will be determined on an individual basis. Unacceptable use of Internet access may result in temporary revocation of Internet privileges. Attempts to access pornographic material, social-networking sites, e-mail services, or other Web sites that may have programmatic effects will result in more severe consequences. Physical damage to computer equipment

will result in loss of overall computer privileges.

General computer infractions may result in the following consequences:

- First Offense – loss of Internet privileges for one week
- Second Offense – loss of Internet privileges for one month
- Third Offense – loss of Internet privileges

Programmatic computer infractions may result in the following consequences:

- First Offense – loss of Internet privileges for one month
- Second Offense – loss of Internet privileges

Physical damage to computers may result in the following consequences:

- First Offense – loss of computer privileges for one week
- Second Offense – loss of computer privileges for one month
- Third Offense – loss of computer privileges

VII. WARRANTIES/INDEMNIFICATION

The Charter School makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this Policy. It shall not be responsible for any claims, losses, damages or costs (including fees) of any kind suffered, directly or indirectly, by any user or his or her parent(s) or guardian(s) arising out of the user's use of its computer networks or the Internet under this Policy. By signing this Policy, users are taking full responsibility for his/her use, and the user who is 18 or older or, in the case of a user under 18, the parent(s) or guardian(s) are agreeing to indemnify and hold the Charter School, the Data Acquisition Site that provides the computer and Internet access opportunity to the Charter School and all of their administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages resulting from the user's access to its computer network and the Internet, 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(s) or guardian(s) agree to cooperate with the School in the event of the School's initiating an investigation of a user's use of his or her access to its computer network and the Internet, whether that use is on a School computer or on another computer outside the Charter School's network.

VIII. UPDATES

Users, and if appropriate, the user's parents/guardians, may be asked from time to time to provide new or additional registration and account information or to sign a new Policy, for example, to reflect developments in the law or technology. Such information must be provided by the user (or his/her parents or guardian) or such new Policy must be signed if the user wishes to continue to receive service. If after you have provided your account information, some or all of the information changes, you must notify the person designated by the School to receive such information.

STUDENT'S AGREEMENT

Every student, regardless of age, must read and sign below:

I have read, understand and agree to abide by the terms of the foregoing Acceptable Use and Internet Safety Policy. Should I commit any violation or in any way misuse my access to the Charter School's computer network and the Internet, I understand and agree that my access privilege may be revoked and School disciplinary action may be taken against me.

Student Name: _____

Student signature: _____ Date _____

If I am signing this Policy when I am under 18, I understand that when I turn 18, this Policy will continue to be in full force and effect and agree to abide by this Policy.

PARENT'S OR GUARDIAN'S AGREEMENT

To be read and signed by parents or guardians of students who are under 18:

As the parent or legal guardian of the above student, I have read, understand and agree that my child or ward shall comply with the terms of the Charter School's Acceptable Use and Internet Safety Policy for the student's access to the Charter School's computer network and the Internet. I understand that access is being provided to the students for educational purposes only. I understand that it is impossible for the School to restrict access to all offensive and controversial materials and understand my child's or ward's responsibility for abiding by the Policy. I am therefore signing this Policy and agree to indemnify and hold harmless the School, the Charter School and the Internet provider against all claims, damages, losses and costs, of whatever kind, that may result from my child's or ward's use of his or her access to such networks or his or her violation of the foregoing Policy. Further, I hereby give permission for my child or ward to use the Charter School's computer network and the Internet.

Parent or Guardian Name(s): _____

Parent or Guardian Signature(s): _____ Date: _____

ADOPTED:

REVISED:

Legal References:

Children's Internet Protection Act of 2000 (H.R. 4577, P.L. 106-554)

Communications Act of 1934, as amended (47 U.S.C. 254[h],[l,j])

Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6801 et seq., Part F)