

ACCEPTABLE USE AND INTERNET SAFETY

POLICY 6-3.13 (rev. 8/07)

Grades 6 - 12

With the permission of your parent or guardian, Montgomery County Public Schools offers you an opportunity to use the Internet and computer systems at school. The term computer system includes hardware, software, data, communication lines and devices, terminals, printers, CD-ROM devices, tape drives, servers, mainframe and personal computers, the Internet and other internal or external networks. We expect you to use the Internet and computer based technology while in our building only for educational purposes. This use is a privilege, *not a right*, and we may discipline you or take away your right to use the Internet and computer technology at school if you misuse this privilege. This use is a privilege, not a right, and we may discipline you or take away your right to use the Internet and computer technology at school if you misuse this privilege. You are responsible for your own actions while you are on the Internet and are also accountable for any online activities that occur by others because you have allowed them to use your account. The Division's computer system is not a public forum. Any communications or materials used on the computer system, including electronic mail or other files deleted from a user's account may be monitored or read by school officials.

As a student, you should read the following regulations and then sign this form to show that you understand your responsibilities in using the Internet at this school. While using the Internet from school properties:

1. I will only use the technology and equipment in the manner for which it was designed. I understand that I may be held responsible for any or all damage incurred as a result of my negligent or inappropriate behavior.
2. While online, I will not use language, which may be offensive to other users. I will treat others with respect. The written and verbal messages I send while on the Internet will not contain profanity, obscene comments, sexually explicit material, or expressions of bigotry, racism, or hatred.
3. I will not cyberbully. "Cyberbully" means any threats, harassment, or intimidation of another person using the computer. I will tell an adult if I see any cyberbullying, cyberthreats, or inappropriate activity.
4. I will not place unlawful information on the Internet, nor will I use the Internet illegally in any way that violates federal, state, or local laws or statutes. I will never falsify my identity while using the Internet.
5. I will not use the Internet for non-school related activities.
6. I will not send chain letters or any pyramid scheme either to a list of people or to an individual, nor will I send any other type of communication that might cause a congestion of the Internet or interfere with the work of others.
7. I will not use the Internet to buy or sell, or to attempt to buy or sell, any service or product.
8. I will not change any computer file that does not belong to me.

9. I will not use copyrighted materials or software from the Internet without permission of the author. I will cite the source where appropriate.
10. I will never knowingly give my password to others, nor will I use another person's password.
11. I will never use the Internet to send or obtain pornographic or inappropriate material or files.
12. Except for the usual information contained in the headers of my electronic mail, I will never give out personal information such as name, address, phone number, or gender.
13. I will never knowingly circumvent, or try to circumvent, security measures on either Montgomery County Public Schools' computers or on computers at any remote site.
14. I will never attempt to gain unlawful access to another person's or organization's resources, programs, or data.
15. I will not make, or attempt to make, any malicious attempt to harm or destroy data of another user on the Internet, including the uploading, downloading, or creation of computer viruses.
16. I understand that the school system is not responsible or liable for any harm, damages or charges that result from my use of the system's technology, including loss of data, interruption of services, corruption of files or programs, purchases, hacking or other violations of this Acceptable Use Policy.
17. The School Division's electronic mail system is owned and controlled by the School Division. The School Division may provide electronic mail to aid students in fulfilling their duties and as an educational tool. Electronic mail is not private and may be monitored and accessed by the School Division. Users shall be held personally liable for the content of any electronic message they create. Downloading any file attached to an electronic message is prohibited unless the user is certain of that message's authenticity and the nature of the file. All students who use the MCPS Student e-mail system will complete a Parental Authorization form.
18. I will report any violations of this Acceptable Use Policy that I have knowledge of to my teacher or principal.

Student's Agreement

I have read the Acceptable Use Policy for Internet Access, as written above, and understand fully and agree to follow the principles and guidelines it contains. If I did not understand the meaning of part of it, I asked an adult to explain it to me. I agree to follow these rules at all times when at school.

Student Signature: _____

Parent's Agreement

As the parent or guardian of this student, I have read the Acceptable Use Policy for Internet Access and Computer based Technology as written above. I understand that computer access at school for students of Montgomery County Public Schools is provided for educational purposes only. I understand that employees of the school system will make every reasonable effort to restrict access to all controversial material on the Internet, but I will not hold them responsible for materials my son or daughter acquires or sees as a result of the use of the Internet from school facilities. By signing this document and/or the student handbook in which this policy is contained, I give my permission to Montgomery County Public Schools for my son or daughter to use computer equipment and the Internet while on school property.

Parent Signature: _____

Montgomery County Public Schools reflects the general trend of society towards an information based technological culture. Goal IV of the instructional Vision Statement for MCPS states, "All students will understand and use the latest technologies and information sources." Therefore, computer based instruction is a key element of the MCPS curriculum and students as a rule will encounter it as part of the normal classroom.

If I do not consent to the above rules, or I do not wish for my child to access computer equipment and the Internet, I have indicated my desire on the signature page to be contacted by the school to arrange for alternative instruction for my child.

Parent Signature: _____