

## **Internet Policy**

### **Computer Use – Milford Board of Education Policy '6141.321**

#### **Acceptable Use of the Computers and Internet/Intranet**

The Internet/Intranet, a global electronic information infrastructure, is a network of networks used by educators, businesses, the government, and numerous organizations. Intranet is a private Internet operating on the school district's internal network. The Board of Education believes that the Internet/Intranet is a valuable tool that should be used in schools to educate and inform students, much like books magazines, video, CD-ROM and other informational sources. The Board endorses student use of the Internet/Intranet for learning and research which enhances information available through other mediums. This includes participation in distance learning activities, asking questions of and consulting with experts, communicating with other students and individuals, and locating material to meet the educational needs of the students of the Milford Public Schools.

While the Internet/Intranet can provide students with a vast array of educational and informational resources, it can also be a window through which students can access information which is neither pertinent to nor appropriate for an educational setting. The availability of such electronic information does not imply endorsement by the Board of Education of its content nor of the use of such information by students and staff. It is important to give student assistance and guidance in accessing information which is beneficial to their education and equally important to recognize that total monitoring of students' access to the Internet/Intranet would be impossible. Therefore, individual users of the Milford Public School Network are responsible for their use of the network and are expected to use it responsibly.

To ensure appropriate usage, the administration will establish guidelines for student exploration and use of electronic information resources. Such guidelines shall address issues of privacy, ethical use of information with respect to intellectual property, illegal uses of the network and conditions of usage. The guidelines shall strive to preserve students' rights to examine and use information to meet the educational goals and objectives of the District. In addition, the district shall take steps, such as using filtering programs to block access to objectionable material, access controls and supervision by staff to monitor and/or restrict access to the electronic informational resources.

In recognition of the potential for improper use of the Internet/ Intranet in the educational setting, the Board requires that students and staff who use the Internet/Intranet comply with the following policies, as well as comply with any guidelines for use promulgated by the administration:

1. The use of the computers is a privilege. As the owner of both the hardware and software that is available, the Milford Public Schools may withhold this privilege. Failure to adhere to the established guidelines may result in the loss of Internet access, disciplinary action and or referral to legal authorities.
2. Use of the Internet/Intranet must be in support of education and research consistent with the educational goals and objectives of the Milford Public Schools.
3. Users must not reveal personal information about themselves or others, including, but not limited to, the following: home address, telephone numbers, password, social security number or credit card number.

4. Users will comply with all state, federal and local laws, including copyright laws and laws prohibiting harassment by computer.

5. Users must not interfere with others' work or with the performance of the computer(s), both hardware and software. Prohibited actions include, but are not limited to, the following: attempting to illicitly obtain or use passwords or screen names, entering closed areas of the network, introducing computer viruses or committing acts of vandalism and/or any attempt to harm or destroy data of another user.

6. Users may not establish any official representation of the school or school district (i.e., Internet home page) without obtaining prior approval of school administration.

7. Each user will abide by the generally accepted rules of I privileges for noncompliance of the following infractions: etiquette and applicable school policies, which include, but are not limited, to the following:

- Use appropriate language. Do not write or send abusive messages or those which contain vulgarities.
- Chain letters and pyramid schemes (chain letters with money) are illegal
- Bulk posting to individuals or groups to overload the system (i.e., "spamming") is prohibited.
- Using the Internet to harass or embarrass someone.

To ensure that only authorized staff and students who understand the bounds of permitted use will have access to the Internet/Intranet, Milford Public Schools must obtain the written permission of a student's parent or legal guardian before the student may access the computers.

*Legal Reference: Connecticut General Statutes  
53a-182b Harassment in the first degree: Class D felony. (as amended by PA95-143)*

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### **Additional Computer Usage Guidelines**

The Milford Public School system computer network is designed for the exclusive use of its registered users who are responsible for their passwords and accounts on the network. The network is intended for the following uses, in order of priority:

1. Teacher directed assignments
2. Academic support
3. General information retrieval
4. Personal interest/hobbies

Users doing lower priority activities must yield their computer if it is needed for a higher priority use.

Network administrators reserve the right to remove any material stored in computer files which they, in their sole discretion, believe may be unlawful, obscene, in violation of copyright, or otherwise unrelated to academic or personal information retrieval.

Network administrators may revoke or suspend computer privileges for noncompliance of the following infractions:

- Altering system software or files, or downloading/installing unauthorized software
- Placing unlawful information, computer viruses, or other harmful programs on the Network
- Accessing files, accounts or computer systems you are not authorized to use
- Using the accounts or login names of others
- Sending threats or harassment
- Using computing resources for commercial or political campaigning
- Damaging or defacing any computer or network equipment
- Using personal e-mail accounts

Consequences for the infractions will be at the discretion of the Network/School Administrators, depending on the severity of the transgression.