

Wayne County Schools

Acceptable Use Policy for Technology in Elementary Schools

Letter to Parents of Elementary Level Students

The use of technology in our classrooms provides educational tools which enhance instruction and learning. Through the use of computers, the Internet, and distance education equipment, your child will be able to communicate with other children throughout the world. They will be able to ask questions of scientists at NASA or find out about life in other countries. Through the World Wide Web and Virtual Field Trips, students will be able to visit places around the world, research a variety of topics, and get the latest information about many subjects. They can learn about the Oregon Trail, visit Antarctica, research whales, see the latest pictures from space, visit various museums and historical sites, do research, and many other projects. The possibilities are endless.

Your child will be working on the computer and/or accessing the Internet in the classroom or the lab. Your child will be accessing specific websites that the teachers has assigned or doing searches for specific information. When using e-mail, they will be communicating with a keypad or asking a question of an expert. They will not be involved in "chat rooms." When students are on the Internet or are involved in distance learning activities, they will be monitored by a teacher, classroom aide, parent volunteer, or high school or college tutor.

With access to the Internet, there may be some material that may not be considered to be of educational value or may be objectionable, illegal or inaccurate. We feel that the slight risk of this is far outweighed by the valuable information and interactions available through the use of instructional technology. Although we cannot guarantee that your child will not access inappropriate material, we take whatever steps we can to prevent it. Internet filtering technology is the responsibility of the West Virginia Department of Education as stated in Policy 2460 – "Safety and Acceptable Use of the Internet by Students and Educators," and Public Law 106-554 – "Children's Internet Protection Act." This policy will be retaught each year, and will require parent signatures at the Kindergarten and 3rd grade levels and from all new students.

It should be understood that the use of the Internet and distance learning is a privilege, not a right. We expect all computer users and distance learners (students and teachers) to follow certain rules. This includes, but is not limited to, the following:

- Students will be polite and act responsibly while using the computer network, Internet, or distance learning equipment.
- Students will use appropriate language – swearing, vulgarity, ethnic or racial slurs, harassment, and any othr type of defamatory language is prohibited.
- Students will respect the privacy of others. They will not pretend to be someone else when sending or receiving messages. This kind of behavior is inappropriate.
- Students will use the Internet to access educationally relevant materials only.
- Students will not transmit obscene messages or pictures.
- Students will respect other people's right to private property and not trespass in or copy the contents of other people's folders.
- Students will not damage or vandalize the computers or distance learning equipment or disrupt or alter the data or video network in any manner.
- Students will not give out their name, address or phone number.
- Students will refrain from the use of unauthorized e-mail accounts.
- Students will not create inappropriate web pages on school servers or personal web pages and/or postings from web pages that can be accessed from the school's computers.

The privilege of Internet and telecommunications access should be taken seriously. Failure to comply with these rules will result in loss of access and disciplinary action and possible legal action by the school system. Control of the technology will be the responsibility of the entire administration and faculty of the school. Immediate control will be the responsibility of the teacher supervising students using the materials.

Please read and discuss these rules with your child. If you have any questions, please contact your child's teacher. Once both you and your child sign this agreement and it is sent to school, your child will be able to use the school's networks for learning activities.

Web Server Publications

Students and teachers of Wayne County should have the opportunity to publish documents on the county or school's web server. Each individual wishing to publish on these web servers must have signed the appropriate application and agree to abide by West Virginia State Policy 2460 and all policies of Wayne County Schools. Prior to publication, all individuals must submit for approval on diskette or CD all documents and graphics which they expect to be published. A letter granting permission to publish pictures of, or documents about, any individual, student or employee, identified on the page, must be signed by the employee or parent of the student and be on file in the office of the school. Because this is a school system, the web server committee reserves the right to deny publication privileges to material deemed inappropriate in an educational setting.

Discrimination Prohibited

As required by federal laws, the Wayne County Board of Education does not discriminate on the basis of sex, race, color, religion, handicapping conditions, marital status, or national origin in employment or in its educational programs and activities. Inquiries may be referred to Annette Schoew, Title IX Coordinator, 304-272-5116 extension 363, or her successor and title, or Della Ryan, 504 Coordinator, 304, 272-5116 extension 348, P.O. Box 70, Wayne, WV 25570, or her successor and title. Additional inquiries may be made to the United States Department of Education, Director of the Office of Civil Rights.

**Policy revision was approved by the Wayne County Board of Education
meeting in regular session on October 17, 2006.**

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Signature Sheet

Teacher Section

I have read the Acceptable Use Policy for Technology for West Virginia and Wayne County Schools and agree to promote these policies with the students. As the sponsoring teacher, I agree to instruct the student on acceptable use of all network and Internet technologies and proper network etiquette.

Teacher's Name (printed)_____

Teacher's Signature_____

Date:_____

Parent Section

As parent or guardian of this student, I have read the Acceptable Use Policy for Technology for West Virginia and Wayne County Schools and discussed them with my child. I understand that this access is granted for educational purposes and that Wayne County Schools has taken precautions to eliminate exposure to objectionable material. However, I also realize it is impossible to completely restrict access to all objectionable materials and will not hold Wayne County Schools or staff responsible for materials acquired through Internet access. I accept full responsibility for supervision if and when my child's use of computers and Internet is not in a school setting.

I hereby give my permission for my child to use the computer networks, Internet, and distance learning equipment in Wayne County Schools.

Parent or Guardian's Name (printed)_____

Parent or Guardian's Signature_____

Date_____

Student Section

I have discussed the rules for using the computer networks, Internet and distance learning equipment with my parent and teacher. I understand that if I do not follow the rules and use the technology available at school in the proper way, disciplinary action may be taken including the possible loss of the privilege to use the Internet and school networks.

Student's Name (printed)_____

Student's Signature_____

Date_____

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**YEARLY
REVIEW**

**TEACHER
INITIALS**

**STUDENT
SIGNATURE**

_____ 2ND YEAR

_____ 3RD YEAR

_____ 4TH YEAR

_____ 5TH YEAR