

STUDENT ACCEPTABLE USE POLICY AND PARENT OPT-OUT FORM

Introduction

We are pleased to offer students of the Bellingham Public Schools access to the district computer network resources, electronic mail and the Internet. Parents, please review this document carefully, with your son/daughter. Families have the right to restrict the use of Internet and e-mail by completing this form and returning it to your school. The request for restriction is recorded in the student information system, and the form is kept on file. Any questions or concerns about this permission form or any aspect of the computer network should be referred to your school's library media specialist.

OPT-OUTS remain in effect for the current school year.

If no documentation is on file, it will be assumed that permission for Internet and e-mail usage has been granted.

General Network Use

The network is provided for students to conduct research, complete assignments, and communicate with others. Access to network services is given to students who act in a considerate and responsible manner. Students are responsible for good behavior on school computer networks just as they are in a classroom or a school hallway. Access is a privilege-not a right-and entails responsibility. As such, general school rules for behavior and communications apply and users must comply with district standards. Beyond the clarification of such standards, the district is not responsible for restricting, monitoring or controlling the communications of individuals utilizing the network.

District staff may review files and communications to maintain system integrity and ensure that users are using the system responsibly. Users should not expect that files stored on district servers will be private.

Internet/E-mail Access

Access to the Internet and e-mail will enable students to use thousands of libraries and databases. Families should be warned that some material accessible via the Internet might contain items that are illegal, defamatory, inaccurate or potentially offensive to some people. While our intent is to make Internet access available to further educational goals and objectives, students may find ways to access other materials as well. Filtering software is in use, but no filtering system is capable of blocking 100% of the inappropriate material available on the Internet. We believe that the benefits to students from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages. Ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, the Bellingham Public Schools supports and respects each family's right to decide whether or not to restrict access.

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Unacceptable network use includes but is not limited to:

- Sending, storing or displaying offensive messages or pictures;
- Using obscene language;
- Giving personal information, such as complete name, phone number, address or identifiable photo, without permission from teacher and parent or guardian;
- Cyberbullying, hate mail, harassing, insulting or attacking others, discriminatory jokes and remarks;
- Damaging or modifying computers, computer systems or computer networks: downloading, installing and using games, audio files, video files or other applications including shareware or freeware;
- Violating copyright laws;
- Sharing or using others' logons or passwords or other confidential information;
- Trespassing in others' folders, work or files;
- Intentionally wasting limited resources;
- Posting information, sent or stored, online that could endanger others;
- Employing the network for nonacademic, personal, commercial, political purposes, financial gain, or fraud;
- Attaching unauthorized equipment to the district network.

Violations may result in a loss of access (Administrative Policy and Procedures 3200, Student Rights and Responsibilities; Policy 2022, Electronic Resources). Additional disciplinary action may be determined at the school level. When applicable, law enforcement agencies may be involved.

Parent/Guardian Opt Out:

Check below if you **DO NOT** want your student to have access to one or more of the following:

E-mail systems

Internet

OPT OUTS remain in effect for the current school year.

If no documentation is on file, it will be assumed that permission has been granted for access to the Internet and e-mail usage.

Student Name _____ School _____ Grade _____

Parent/Guardian Signature _____ Date _____

Please return this form to your school librarian.