

## PLAINFIELD PUBLIC SCHOOLS

**ACCEPTABLE USE OF COMPUTERIZED COMMUNICATION PRODUCTS AND SERVICES**

The Plainfield Board of Education recognizes the educational value of computerized communication products and services provided through commercial software and the Internet. These services offer vast, diverse and unique resources to both students and teachers. Our goal in permitting the use of these products and services is to promote educational excellence through resource sharing and communication throughout the world.

In making decisions regarding student access to the Internet, Plainfield Public Schools considers its own stated educational mission, goals, and objectives. The District expects that faculty will blend thoughtful use of the Internet throughout the curriculum and will provide guidance and instruction to students in its use. As much as possible, access from school to Internet resources should be structured in ways which point students to those which have been evaluated prior to use. While students will be able to move beyond those resources to others that have not been previewed by staff, they shall be provided with guidelines and lists of resources particularly suited to learning objectives.

With access to the Internet and therefore to people all over the world, comes the availability of material that may not be considered appropriate for students and perhaps of little to no educational value in the context of the school setting. Every attempt will be made to prevent access to inappropriate material, including measures to block or filter Internet access to visual depictions that are deemed obscene, pornographic, or otherwise harmful to minors.

Staff and students in the Plainfield Public Schools who use computerized communication products and services must adhere to the following regulations:

1. The use of computerized communication products and services must be related to the Plainfield Public School System's goals of educating students and/or conducting Plainfield Public School business.
2. Transmission of any material in violation of State or Federal regulations is prohibited. This includes copyrighted material as well as threatening or obscene material.
3. The Plainfield Board of Education will not allow the last name of any student to be published via electronic communication. In addition, a parent may deny permission for a student's first name and/or photograph to be used. Students will not access chat rooms, or any site that publishes personal information about a student.
4. Each student and his/her parent will sign the Student's Acceptable Use contract at the beginning of each new school a student enters. Faculty and staff will sign the Acceptable Use contract at the beginning of each school year. Access to the Internet and Plainfield Public Schools' network will be denied until a signed Acceptable Use has been submitted.
5. The Plainfield Public School System network may not be used for downloading entertainment software or other files not related to the mission and objectives of

- Plainfield Public School System for use on Plainfield Public School System's network or computers or transfer to a user's home computer or other personal computer. This prohibition pertains to freeware, shareware, copyrighted commercial and non-commercial software, and all other forms of software and files not directly related to the instructional and administrative purposes of the Plainfield Public School System.
6. Plainfield Public School System computers may only be used by Plainfield Public School System staff and students, and others expressly authorized by the Plainfield Public School System to use the equipment.
  7. Plainfield Public School System computers may not be used to interfere with or disrupt other users, services, or equipment. Plainfield Public School System computers may not be used to access another individual's materials, information, or files without permission.
  8. The use of any non-Plainfield Public School District owned software, hardware or peripherals on any Plainfield Public School System computers (including laptops, desktops, and the network) must be approved by the district technology coordinator or the superintendent of schools.
  9. Plainfield Public School System software is licensed to the Plainfield Public School System by a large number of vendors and may have specific license restrictions regarding copying or using a particular program. Users must obtain permission from the Plainfield Public School System prior to copying or loading Plainfield Public School system software onto any computer, whether the computer is privately owned or is a Plainfield Public School System computer.

This policy also applies to any non-students who are expressly authorized by the Plainfield Public School System to use electronic information resources.

Please see Policy 4005 Electronic Mail Use by Personnel.

Adopted: 3/13/96

Revised: 11/14/01

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