

The Mountain Community School

Policies and Procedures

Acceptable Use Policy

School Year 2020/2021

As part of its goal to offer the best possible education for students, The Mountain Community School Board of Education seeks to provide a wide range of resources to help students obtain information, become thinkers and problem solvers, and develop the skills required by an evolving business and educational community. This includes training in the utilization of computer hardware, software, and telecommunications resources. One component of this network is the Internet. The purpose of the electronic network is to support the instructional program, including

- the North Carolina Standard Course of Study
- learning opportunities, information retrieval, searching strategies, research skills, and critical thinking
- life-long learning

Through the Internet, students and employees are able to access current information and news, as well as resources from businesses, libraries, educational institutions, government agencies, research institutions and associations, and a variety of other sources.

All users (to include employees of The Mountain Community School, student users, and parents of student users if the user is under 18 years old) must be aware of and understand that The Mountain Community School cannot control all contents of the information available. Some information may be controversial and/or offensive. The Mountain Community School does not condone the use of such materials and takes all reasonable precautions to limit access to these materials. The system employs a filtering program to limit access to inappropriate material, provides adult supervision, and trains students in the responsible use of information services. Within reason, freedom of speech and access to information will be honored. School employees, students, and parents must be aware that access to the Internet will be withdrawn from users who do not respect the rights of others, or who do not follow the Internet Rules and Regulations established by The Mountain Community School.

Prior to the use of the Internet, each user shall complete an Internet Use Agreement that indicates user agreement and/or parent/guardian permission when required. Copies of the Rules and Regulations of the use of the Internet will be available on our website.

Acceptable Use

Unacceptable uses include, but are not limited to, the following:

- Violating copyright/trademark laws
- Creating and/or transmitting threatening or obscene material
- Forwarding confidential communications without the author's prior consent
- Distributing material protected by trade secret
- Utilizing the network for personal profit
- Promoting political and/or campaign information
- Using offensive or harassing statements or language, including profanity, vulgarity, and/or disparagement of others based on race, national origin, sex, sexual orientation, age, and/or disability
- Use of materials/e-mail espousing personal, political, or religious beliefs
- Sending or soliciting sexually oriented messages or images
- Sending/forwarding chain letters
- Soliciting money for any reason other than educational purposes
- Installing or downloading unauthorized files/software
- *Staff*: Changing settings on computers unless deemed appropriate by system operators
- *Student*: Changing settings on computers unless authorized by system operators
- Disrupting the network
- Damaging/altering school system hardware and/or network design
- Accessing chat rooms except those set up and/or approved by the school's administration
- Accessing programs not appropriate for educational use
- Unauthorized use of password-protected programs (NC WISE, and other administrative software)

Disciplinary

Action

The following measures can be taken as a result of unacceptable use:

- Disciplinary action as defined by The Mountain Community Schools' board policy
- Restitution of costs incurred through damage, including loss and/or repair
- Limitation or cancellation of user privileges
- Criminal prosecution
- *Staff*: Reprimand/Suspension/Dismissal
- *Student*: Disciplinary sanctions

Privileges

The use of The Mountain Community Schools' networks is a privilege, not a right. Inappropriate use will result in disciplinary action.

Privacy

Network administrators may review files and communications to maintain system integrity and insure that users are using the system responsibly. Files stored on district servers and hard drives of individual computers are not private. Confidential files (e.g., personnel files, Exceptional Children's records, and other similar electronic data repositories) are to be accessed only by authorized personnel.

Disclaimer

The Mountain Community School will not be responsible for any damages suffered, including loss of data resulting from delays, non-deliveries, service interruptions, or inaccurate information. The user accepts personal responsibility for any information obtained or sent via the network, including the sharing of personal information such as home address, checking account and credit card information.

Student Agreement:

I understand and will abide by the above Rules and Regulations for The Mountain Community Schools' Network. I further understand that any violation may result in the lost of access privileges, school disciplinary action, financial restitution for damage or disruption to network services, and/or criminal prosecution.

Student Name (please print) _____

Student Signature _____

Parent/Guardian Agreement:

I have read the above Rules and Regulations for The Mountain Community Schools' Network and understand that this access is designated for educational purposes only. I also recognize that it is impossible to restrict access to all inappropriate materials. However, I accept full responsibility for my child's compliance with the above Rules and Regulations and, hereby, give my permission for my child to use The Mountain Community Schools' Network.

Parent/Guardian Name (please print) _____

Parent/Guardian Signature _____

Date ____/____/____