

# Frederica Academy Network and Internet Acceptable Use Policy 2018-2019

## Term and Conditions

*Please read this document carefully before signing and returning the attached.*

In support of its academic mission, Frederica Academy encourages student access to its technology and information resources. This statement provides general guidelines regarding the acceptable use of technology and information resources by the administration, faculty, staff and students at Frederica Academy. Frederica Academy believes that internet access can be a powerful communication, learning and research tool. Consequently, the school provides internet access to its students throughout the campus, including wireless access for Chromebooks brought to school by students. While the school attempts to block access to undesirable or inappropriate internet sites, these efforts can be imperfect and such security cannot be assured. Additionally, the internet browsing of specific students may not always be monitored or policed. Parents are encouraged to talk with their children about parental expectations regarding web browsing and internet usage.

### Google Apps for Education:

Frederica Academy uses Google Apps for Education in the classroom. Google Apps for Education is a suite of free, web-based programs that includes e-mail, document creation, shared calendars, and collaboration tools. This service is available through an agreement between Google and Frederica Academy.

These are the laws and policies that help to protect our students online:

#### Child Internet Protection Act (CIPA)

The School is required by CIPA to have technology measures and policies in place that protect students from harmful materials including those that are obscene and pornographic. This means that student e-mail is filtered. Mail containing harmful content from inappropriate sites will be blocked.

CIPA - <http://fcc.gov/cgb/consumerfacts/cipa.html>

#### Children's Online Privacy Protection Act (COPPA)

COPPA applies to commercial companies and limits their ability to collect personal information from children under 13. By default, Google advertising is turned off for Apps for Education users. No personal student information is collected for commercial purposes. This permission form allows the School to act as an agent for parents in the collection of information within school context. The School's use of student information is solely for education purposes.

COPPA - <http://www.business.ftc.gov/privacy-and-security/childrens-privacy>

### Privacy and Safety

1. Acceptable Use-The purpose of using the Internet in our school is to support research and education by providing access to unique resources and the opportunity for collaborative work. The use of your account must be in support of education and research and consistent with the educational objectives of Frederica Academy. Transmission of any material in violation of school policy or U.S. or state regulations is prohibited. This includes, but is not limited to: copyrighted material, or threatening or obscene material. You must also abide by any other rules enacted by the school.
2. Privileges-The use of the Internet and the FA Network is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The school administrators will deem what is inappropriate use and their decision is final. Consequences for the misuse of internet access, computers and telecommunications technologies may include restriction and/or loss of privileges to use school computers or telecommunications technologies and/or disciplinary action up to and including suspension or expulsion.

3. Network Etiquette-You, as a representative of Frederica Academy, are expected to abide by generally accepted rules of network etiquette. These include (but are not limited to) the following:

- Be polite.
- Users will not send or receive offensive messages or pictures from any source. For example, users will not post, publish or display any inflammatory, inaccurate, abusive, obscene, profane, sexually oriented, racially offensive, sexist or illegal material.
- Do not reveal your personal address or phone numbers or those of other students or colleagues.
- Note that electronic mail (email) is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
- Do not use the network in such a way that you would disrupt the use of the network by other users.
- All communication and information accessible via the network should be assumed to be private property.

4. Frederica Academy makes no warranties of any kinds, whether expressed or implied, for the service it is providing. Frederica Academy will not be responsible for any damages you suffer. This includes loss of data resulting from delays, non-deliveries, miss-deliveries, or service interruptions caused by its own negligence or your errors or omissions. Use of any information obtained via the Internet is at your own risk. Frederica Academy specifically denies any responsibility for the accuracy or quality of information obtained through its services.

5. Security—Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem on the Internet or the Frederica Network, you must notify a system administrator. Do not demonstrate the problem to other users. Do not use another individual's account. Attempts to log on to the Internet or the Frederica Network as anyone but yourself may result in cancellation of user privileges. Any use identified as a security risk or any user having a history of problems with other computer systems may be denied access to the network and the internet.

6. Vandalism—Vandalism will result in a disciplinary response. Vandalism is defined as any malicious attempt to harm or destroy data of another user, Internet or other networks that are connected to the Internet or the Frederica Academy Network. This includes, but is not limited to, the uploading or creation of computer viruses, attempts at gaining unauthorized access, or changing online materials without permission.

# Student Network and Internet Use Agreement

***Parent— Please read and explain Student Rules of Online Internet Safety***

I understand and will abide by the terms and conditions stated in **Frederica Academy's Acceptable Use Policy**.

I further understand that any violation of the regulations in the policy is unethical and may constitute a criminal offense. Should I commit any violation, my privileges may be revoked, school disciplinary and/or appropriate legal action may be taken.

Student Name (*please print*) \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date: \_\_\_\_\_

## **Student Rules of Online Internet Safety**

- I will not give out personal information such as my address, telephone number, parents' work address/telephone number, or the name and location of my school without my teacher's/school administrator's permission. I will never send a person my picture without first checking with my teacher/school administrator.
- I will tell my teacher/school administrator immediately if I access information that makes me feel uncomfortable.
- I will never agree to get together with someone I "meet" online without first checking with my teacher/school administrator and parent/legal guardian. If they agree to the meeting, I will be sure that it is in a public place and bring an adult along.
- I will not respond to any messages that are mean or in any way make me feel uncomfortable. It is not my fault if I get a message like that. If I do I will tell my teacher/school administrator immediately.
- I will follow the rules set up by my teacher/school administrator and parents as to the time of day that I can go online, and the appropriate website areas for me to visit.

*Modified for educators from "My Rules for Online Safety" by the National Center for Missing and Exploited Children*