

STUDENTS

#5131.4(a)

Elementary School Regulation

TECHNOLOGY

Student Use of the District's Computer Systems and Internet Safety

Reasons for this Policy

The Litchfield Board of Education provides students and teachers with a Computer Network and access to the Internet. Therefore, the Board of Education must also write guidelines so that the network and Internet are used properly. Every year, *everyone* who will use a computer in the Litchfield Schools must read the policy and agree to follow the rules. Some of these rules are for school use. Some of the rules apply even when you are at home. Everyone agrees to follow these rules by signing the Regulations for Acceptable Use Contract.

If you forget the rules, a copy of the rules can be found on your school's website in the left menu or at: <http://www.litchfieldschools.org/>.

The Rules:

1. I will use the school computers and school Internet for school-related purposes only.
2. If I am unsure if what I want to do is OK, I will ask a teacher.
3. I will not view or download UNACCEPTABLE pictures or information from the Internet. I understand that these are *examples* of the kinds of things I cannot view or download: pictures of naked people, mean-spirited pictures or gossip about other students, adult cartoons, and violent pictures or stories of people being cruelly hurt by other people.
4. I will not DELETE another person's work on the computer. I will not COPY another person's work using the computer.
5. I will not TOUCH other students' computers while they are logged on, *unless* they ask me for help and the teacher says it is OK to help.
6. I will not FORGE something on the computer. This means I will not put someone else's name on something that is bad or not permitted, even when working on the computer at home.
7. I will not use another student's or a teacher's personal information for any reason, including their LOG-IN names and PASSWORDS.
8. I will not do anything to DAMAGE the computer equipment or the files.

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9. I will not REMOVE or SWITCH the mice, cables, or keyboards or letters unless I am asked to do so by a teacher.
10. I will not SWEAR or use impolite language when I am online, even when working on the computer at home.
11. I will not pretend to be someone else online and THREATEN or make hurtful comments about other people, even when working on the computer at home.
12. I will not play GAMES on the Internet at school, unless I have a teacher's permission.
13. I will not BUY something or SELL something on the Internet at school.
14. I will not TELL any personal information on the Internet – I will not tell my last name, my address, my telephone number, my school address, or any information about my parents to someone on the Internet.
15. I will not MEET with anyone I have talked to on the Internet, even when working on the computer at home.
16. I know the use of a computer and the Internet is a privilege, not a right.
17. I know breaking the rules may mean I lose the right to use the computers or
18. Internet at school.
19. I will not take food or drinks near any computers.

Student Name: _____ Grade: _____

Student Signature: _____