



# Allegany County Public Schools

## Telecommunications Acceptable Use Policy for Students

### Purpose of Telecommunications

Telecommunications use in the Allegany County Public Schools is for educational purposes, such as accessing curriculum-related information, sharing resources, and promoting innovation that enrich the curriculum and the instructional program (e.g. [www.infusion.allconet.org](http://www.infusion.allconet.org)). Telecommunications extend the classroom beyond the school building by providing access to information resources on local, state, national, and international electronic networks such as the Internet. Learning how to use the information and how to communicate electronically are literacy skills, which support student achievement and success in the 21st century.

Educational purposes are defined as those tasks performed by students that are directly related to Allegany County Public School instructional assignments.

### Telecommunications Safety

Precautions will be taken to ensure that the Internet is a safe learning environment. Students will be supervised while using the Internet and will be instructed in the appropriate use, selection, and evaluation of information. Filtering software which attempts to block access to objectionable material is installed on computer networks used by students.

### Disclaimer

The accuracy and quality of the information cannot be guaranteed. No warranties for telecommunications access are expressed or implied; ACPS will not be responsible for any information that may be lost, damaged, or unavailable due to technical or other difficulties.

### Terms and Conditions

#### Students shall:

- ✓ Use telecommunications for educational purposes only, i.e., instructional assignments.
- ✓ Communicate with others in ethical, responsible, and respectful manner (utilizing proper netiquette).
- ✓ Use only hardware, software, telecommunication accounts and passwords provided by the school.
- ✓ Report any incident of harassment immediately to the supervising teacher/employee.
- ✓ Comply with copyright laws and intellectual property rights of others.
- ✓ Report the knowledge of abuse immediately of the telecommunication policy to the teacher/employee.

#### Students shall not:

- X Alter, destroy, or vandalize data, hardware, or software.
- X Access, distribute, or receive abusive, harassing, libelous, obscene, offensive, profane, pornographic, threatening, sexually explicit, or illegal material.
- X Install personal software or passwords on computers.
- X Reveal personal information, name, address, phone number, password, and respect the same privacy for others on the Internet.
- X Use telecommunications for commercial, gaming, purchasing, or illegal activities including but not limited to: knowingly spreading viruses, violating copyright laws, using unauthorized software, impersonating another user, unauthorized entry, and or destruction of computer networks and files.
- X Use chat room and instant messaging services for non-educational purposes.
- X Use personal e-mail accounts for non-educational purposes.
- X Connect unauthorized devices (i.e. Home computers, wireless access points, and other personal equipment) to the network.

### Consequences of Unacceptable Use

Violations of the *Telecommunications Acceptable Use Policy* may be a violation of law, civil regulations, or Board Policies. Suspension of telecommunications privileges, school disciplinary action, and/or legal action may result from infringement of this policy.

**Dear Parent/Guardian:**

We are requesting consent for your child to use telecommunications in school. This policy is intended to inform you and your child about the *Telecommunications Acceptable Use Policy*, as well as to document your reply. Please read the information on the reverse side before signing this document. We encourage you to discuss with your child all of the information, especially the terms and conditions for acceptable and safe use, and the consequences of unacceptable use of telecommunications.

Please read, sign, and return this document indicating whether your child will be permitted to use telecommunications in school.

**Student User Agreement**

Must be signed by all students.

I hereby agree to abide by the Allegany County Public Schools *Telecommunications Acceptable Use Policy*. I further understand that any violation of the policy may be a violation of law, civil regulations, or Board of Education Policies. Should I violate the policy, my access privileges may be suspended, school disciplinary action may be taken, and/or appropriate legal action may result.

\_\_\_\_\_  
Student Full Name (Please print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
School

**Parent/Guardian Reply (Check only one)**

Must be completed if your child is under 18 years of age.

\_\_\_\_\_ I have read and understand the Allegany County Public Schools *Telecommunications Acceptable Use Policy*. As the parent/guardian of the student signing above, I grant consent for my child to have supervised access to telecommunications.

\_\_\_\_\_ I have read and understand the Allegany County Public Schools *Telecommunications Acceptable Use Policy*. I have decided that my child **will not participate** in use of the telecommunications. My child will complete school assignments using other information resources.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date