

## CHAPTER 4.00 - CURRICULUM AND INSTRUCTION

### ACCEPTABLE USE POLICY

4.25

Access to computer, network and Internet equipment and software at the Putnam County School District offers students an almost unlimited source of resources and information to support their education development. Under staff supervision, students will have the privilege of searching the Internet for expert resources, communicating with other students from around the world and participating in various distance-learning activities. But with the use of these powerful tools comes great responsibility. Access to these resources is a privilege not a right. Students are advised that some Internet sites may contain offensive or inappropriate information, messages and pictures for an educational setting. The Putnam County School District does not condone or permit the use of such material. Therefore, access to Internet is granted only on the condition that a student agrees to be accountable for appropriate use of these resources. In addition to all information and technology security policies, guidelines, and procedures that govern computer network use at the Putnam County School District, the following statements guide acceptable use Internet resources by all students:

1. Students may not use equipment or facilities in a way that is inconsistent with the general rules of conduct that govern student behavior at the Putnam County School District.
2. Students may not damage or mistreat equipment of facilities under any circumstances.
3. Students may not intentionally waste computer resources.
4. Students may not employ the network for personal financial gain or for commercial purposes.
5. Students may not violate regulations prescribed by the network provider.
6. Students may not engage in practices that threaten the integrity of the network (e.g. knowingly download files that contain a virus).
7. Students may not write, use, send, download or display obscene, threatening, harassing or otherwise offensive messages or pictures, including pornography.
8. Students may not use the equipment or network for any illegal activities, including the violation of copyright law and/or software piracy.

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### 4.25 (Continued)

9. Students may not load or copy any software or other programs to or from organization equipment without written authorization from the principal or his/her designee.
10. Students may not use anyone else's password, nor may they share their password with others.
11. Students may not trespass into or in any way alter anyone else's folders, documents or files.
12. Students may not disclose anyone's personal information (e.g., address, phone number or confidential information) including their own or that belonging to a fellow student, community member and families or staff member.

Students should be advised that in an effort to maintain system integrity and to ensure responsible use, files and communications will be monitored. Students should not under any circumstances expect that messages that are created, modified, transmitted, received or stored on organization equipment are private. Students who violate any of the above conditions will be subject to the suspension or termination of their Internet and computing privileges, as well as other disciplinary action as determined appropriate by school officials.

**STATUTORY AUTHORITY:**  
**LAW(S) IMPLEMENTED:**  
**HISTORY:**

**230.22(2), F.S.**  
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