ACCEPTABLE COMPUTER SYSTEM USE

Mission

The Prince George Schools are committed to providing all students and personnel with the most appropriate technological tools to enhance and support quality education and to produce active participants in the worldwide community of the 21st century.

Philosophy

Technology integration is paramount in preparing students to meet the challenges of an increasingly more complex society. We believe all students and all personnel should have adequate and equal access to training and literacy for technology.

The infusion of technology into our instructional program is essential in fulfilling our mission of providing a quality education for each individual child. We feel it is essential to our students' success that they learn about new technologies and learn by utilizing these technologies. The ability to access information, process it, synthesize new ideas and communicate these ideas is key to creating independent, lifelong learners. Growing volumes of research show that the use of technology fosters creativity, encourages higher order thinking and motivates students to learn.

Training for students and personnel is key to the successful implementation of Internet safety and technology in our schools. Adequate levels of computers and other technologies should be provided for students and personnel.

Vision

We envision the use of technology to enhance quality education and lifelong learning. To accomplish this vision, we are committed to the following principles:

- Providing equity of technological access
- Improving instruction through the use of computer technology
- Integrating the technology in all areas of learning
- Providing professional development to enhance the instructional program
- Ongoing Internet safety of all stakeholders – staff, students, parents, and community
- Monitor and evaluate all Internet safety instruction for staff and students and update as needed
- Evaluate the division's technology infrastructure and the network, Internet and data security procedures in place annually
- Remain cognizant of the latest developments in Internet vulnerabilities, legal issues, and capabilities related to instruction and impact on division students
- Provide professional development for all staff on the social and ethical issues of Internet use including copyright, fair use and plagiarism and Internet safety and security
- Evaluate the effectiveness of the division AUP and update annually as needed
- Assess the need for community outreach related to Internet use and safety issues
- Provide frequent information related to Internet safety and security to parents and the community

Internet Use

Internet use by students and/or employees shall be in accordance with acceptable computer use policies and regulations. Prince George County Public Schools strive to provide equitable access and encourages the use of technology whenever possible and appropriate, to support the curriculum and student learning objectives. The term "computer system" includes hardware, software, data, communication lines and devices, terminals, printers, CD-ROM devices, tape drives, servers, mainframe and personal computers, the internet and any other internal or external network.

Computer System Use-Terms and Conditions:

1**. Acceptable Use.** Access to the Division's computer system shall be (1) for the purposes of education or research and be consistent with the educational objectives of the Division or (2) for legitimate school business.

Acceptable use of technology and electronic information systems by students includes:

-        accessing research databases and libraries of information in the form of text, graphics, photographs, video, and sound.
-        interacting and collaborating with others.
-        acquiring knowledge and skills to support learning objective.
-        publishing opportunities.
-        extending teaching and learning opportunities.

Prince George County Public Schools allows students and employees to access electronic information systems while safeguarding users from potential hazards by filtering objectionable sites. Users are allowed access to Internet resources with the understanding that some material may be inaccurate or objectionable. The inappropriate use of resources is not permitted. Prince George County Public Schools does not endorse and is not responsible for content associated with links outside of the Prince George County Public Schools' network. Prince George County Public Schools reserves the right to block downloading from specific file extensions or specific sites. Students using Prince George County Public Schools' electronic information systems are subject to monitoring by Prince George County Public Schools personnel. Parents and students acknowledge adherence to this agreement by signing the Parent/Student Responsibility form.

2. **Privilege.** The use of the Division's computer system is a privilege, not a right.

3. **Unacceptable Use.** Each user is responsible for his or her actions on the computer system. Prohibited conduct includes:

-        using the network for any illegal activity, including violation of copyright or other contracts, or transmitting any material in violation of any federal, state or local law.

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- sending, receiving, viewing or downloading illegal material via the computer system.
- unauthorized downloading of software.
- downloading copyrighted material for unauthorized use.
- using the computer system for private financial or commercial gain.
- wastefully using resources, such as file space.
- gaining unauthorized access to resources or entities.
- posting material authorized or created by another without his or her consent.
- using the computer system for commercial or private advertising.
- submitting, posting, publishing or displaying any obscene, profane, threatening, illegal or other inappropriate material.
- using the computer system while access privileges are suspended or revoked.
- vandalizing the computer system, including destroying data by creating or spreading viruses or by other means.

4. **Network Etiquette.** Each user is expected to abide by generally accepted rules of etiquette, including the following:

- Be polite.
- Users shall not forge, intercept or interfere with electronic mail messages.
- Use appropriate language. The use of obscene, lewd, profane, threatening or disrespectful language is prohibited.
- Users shall not post personal contact information, including names, home, school or work addresses, telephone numbers, or photographs, about themselves or others.
- Users shall respect the computer system's resource limits.
- Users shall not post chain letters or download large files.
- Users shall not use the computer system to disrupt others.
- Users shall not read, modify or delete data owned by others.

5. **Liability.** The School Board makes no warranties for the computer system it provides. The School Board shall not be responsible for any damages to the user from use of the computer system, including loss of data, non-delivery or missed delivery of information, or service interruptions. The School Division denies any responsibility for the accuracy or quality of information obtained through the computer system. The user agrees to indemnify the School Board for any losses, costs or damages incurred by the School Board relating to or arising out of any violation of these procedures.

6**. Security.** Computer system security is a high priority for the school division. If any user identifies a security problem, the user shall notify the building principal or system administrator immediately. All users shall keep their passwords confidential and shall follow computer virus protection procedures.

7. **Vandalism.** Intentional destruction of any part of the computer system through creating or downloading computer viruses or by any other means is prohibited.

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8. **Charges.** The School Division assumes no responsibility for any unauthorized charges or fees as a result of using the computer system, including telephone or long-distance charges.

9. **Electronic Mail.**   The School Division's electronic mail system is owned and controlled by the School Division. The School Division may provide electronic mail to aid students and staff in fulfilling their duties and as an education tool. Electronic mail is not private. Students' electronic mail will be monitored. The electronic mail of staff may be monitored and accessed by the School Division. Unauthorized access to an electronic mail account by any student or employee is prohibited. Users shall be held personally liable for the content of any electronic
message they create. Downloading any file attached to an electronic message is prohibited unless the user is certain of that message's authenticity and the nature of the file.

10**. Enforcement.** Software will be installed on the division's computers having Internet access to filter or block internet access through such computers to child pornography and obscenity. The online activities of minors may also be monitored manually. **Any violation of these regulations shall result in loss of computer system privileges and may also result in appropriate disciplinary action, as determined by School Board policy, or legal action.**

Adopted: June 13, 2005
Revised: June 9, 2008

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Legal Refs: Code of Virginia, 1950, as amended, § 18.2-372, 18.2-374.1:1, 18.2-390, 22.1-70.2 and 22.1-78.

                     18 U.S.C. §§ 1460, 2256.
                     47 U.S.C. § 254.

Cross Refs: JFC   Student Conduct
                     JFC-R   Standards of Student Conduct