

**North Reading Public Schools  
2018-2019**

**Acceptable Use Policy Regulations for Network and Electronic Communications**

**Philosophy**

Access to Network resources through the North Reading Public Schools is a tremendous educational asset to the public school community. The network provides a wide array of resources and opportunities to enhance the educational program of our schools. Users are expected to use the network for educational purposes to support and extend the district mission.

**Internet Safety**

It is the policy of North Reading Public Schools to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

**Access to Inappropriate Material**

To the extent practical, technology protection measures (or Internet filters) shall be used to block or filter Internet, or other forms of electronic communications, and access to inappropriate information. Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors. Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.

**Acceptable Use Guidelines**

1. Access to the network is contingent upon the return of an Acceptable Use Policy Regulations form signed by both the student and a parent or guardian. Students not fulfilling this requirement will not receive active accounts.
2. Network users consent to adhere to the North Reading Public Schools Acceptable Use Policy Regulations which includes the Internet Safety Policy.
3. Network access is a privilege, not a right. Use of the network is contingent upon responsible use.
4. Communications on the network, including email, have no guarantee of privacy. General school rules for behavior and communications apply.
5. Network administrators may review files and communications to maintain system integrity and insure that users are using the system responsibly.
6. Users should not expect that files stored on district servers remain private.

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7. North Reading Public Schools does not guarantee the effectiveness of network services, including network filtering.
8. North Reading Public Schools disclaims responsibility for users' actions, including any financial obligations they incur while using network resources.
9. North Reading Public Schools disclaims all liability to users arising from their on-line activities or use of district network.
10. North Reading Public Schools disclaims all liability to third parties arising from users' online activities.

**Unacceptable Use**

The following are examples of inappropriate uses of North Reading Network and Electronic Communications. These examples are intended to clarify unacceptable use of the network and electronic communications. This is an illustrative list and does not include all possible misuses or violations of the policy.

**Network Users agree to NOT**

- Engage in any illegal activities.
- Interfere with another user's access, privacy or privileges.
- Violate copyright laws, including software piracy or unauthorized copying of content.
- Use another person's password.
- Log on another user under one's personal account.
- Alter another user's account without permission.
- Interfere with or disrupt network users, services, or equipment.
- Transmit threatening or harassing material.
- Send or display offensive messages.
- Intentionally waste limited resources.
- Download/install software without the approval of the system administrator.

**Violation of Guidelines**

Violations of the Acceptable Use Guidelines will be reported and reviewed.

Violations of guidelines will result in appropriate action, which may include but is not limited to **(1) loss of computer privileges, (2) loss of network privileges and/or (3) referral to appropriate local, state or federal authorities.**

**North Reading Public Schools  
2018-2019  
Network & Electronic Communications System  
STUDENT USER AGREEMENT**

**Student's Full Name:** \_\_\_\_\_ **Grade Level:** \_\_\_\_\_  
(Please Print Your Full Name – No Nicknames)

**School:** \_\_\_\_\_

I have read the district's Acceptable Use Policy Regulations and Administrative Regulations and Procedures and agree to abide by their provisions. I understand that violation of these provisions may result in disciplinary action including but not limited to suspension or revocation of privileges, suspension or expulsion from school, and prosecution.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent/Guardian Sponsor**

I have read the attached district's Acceptable Use Policy Regulations. In consideration for the privilege of using the district's system/network, and in consideration for having access to the public networks, I hereby release the district, its operators, and institutions with which they are affiliated from any and all claims and damages of any nature arising from my child's use of, or inability to use, the system/network, including, without limitation, the type of damage identified in the district's policy and administrative regulations and procedures.

**Please place your INITIALS in the space provided to the left of the statement of your choice:**

\_\_\_\_\_  
**(Initial above) I GIVE MY PERMISSION** for my student to participate in the district's network and electronic communications system.

\_\_\_\_\_  
**(Initial above) I DO NOT GIVE MY PERMISSION** for my student to participate in the district's network and electronic communications system.

**Parent Permission Form for Internet Publishing of Student Work, Photographs, and Videos**

We understand that our daughter or son's work is under consideration for publication on the World Wide Web.

We understand that our daughter or son's image may be included in videos or photographs posted on the school website or shared with the local cable access channel NORCAM for local broadcasts of school events. No home address, telephone number, or student last name will appear with these published or broadcast materials.

- We grant permission for the publishing of student work, photos, and videos as described above through September of 2019.  
 We do not grant permission for the publishing of student work, photos, and videos as described above through September of 2019.

**Print parent/guardian name** \_\_\_\_\_

**Signature of parent/guardian:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(MM/DD/Y)

I, the student, also give my permission for such publishing.

Name \_\_\_\_\_ Date \_\_\_\_\_

**Please return only this page to your classroom/homeroom teacher or to the school office no later than September 14, 2018. Keep all other pages for your future reference.**