

**STUDENT ACCESS TO AND USE OF NETWORKED INFORMATION RESOURCES**  
**RUTHERFORD PUBLIC SCHOOLS**

The Board of Education supports telecommunications access and recognizes the importance of access to electronic devices and people on an international level. Access to telecommunications will enable students to explore thousands of libraries and databases throughout the world. Students will also have the opportunity to exchange messages with people around the globe.

The Rutherford School District firmly believes that the valuable information and interaction available on a worldwide network far outweighs the possibility of unacceptable use to procure material not acceptable with the educational goals of the district. With access to electronic devices and people all over the world comes the availability of material that may not be of educational value in the context of the school setting. Students are responsible for good behavior on school computer networks just as they are in a classroom or a school hallway. Communications on the network are often public in nature. General school rules for behavior and communications shall apply to computer network use. The network is provided for students and staff to conduct research and communicate with others. Access to network services will be provided to students who agree to act in a considerate and responsible manner.

While it is impossible to control all that is accessible on the network, the District has taken measures to prevent access to inappropriate information, including but not limited to pornographic material. However, we cannot control all the information available on the Internet. The School District is not responsible for other people's actions or the quality and content of information available. Ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources.

The following guidelines have been established to help students and staff use the network appropriately. If a student does not follow acceptable use policies, his/her privileges of using the network may be withdrawn.

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**PERSONAL SAFETY**

Be safe. In using the computer network and Internet, do not reveal personal information such as your home address or telephone number. Do not use your last name or any other information which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not under any circumstances arrange a face-to-face meeting with someone you “meet” on the computer network or Internet. If someone attempts to arrange a meeting with you as a result of an Internet contact, you must report the communication immediately to your supervising teacher.

**GUIDELINES**

The Rutherford School District’s purpose in providing access to the Internet is to support research and education by providing access to unique resources and the opportunity for collaborative work. Guidelines are provided so that students are aware of the responsibilities they are about to acquire. **Use of the Internet is a privilege, not a legal right.** Use of the Internet requires efficient, responsible, ethical and legal utilization of network resources.

The system administrator reserves the right to set quotas for disk storage for usage. Users who exceed their quota will be advised to delete files to return to compliance. Failing to delete files when requested may result in loss of access to computer files and disciplinary action and network devices. The system administrator reserves the right to delete files as needed.

Students are responsible for maintaining appropriate behavior on all school computers/electronic devices.

**Examples of inappropriate behavior include, but are not limited to:**

- Abusive, obscene, or other objectionable language, graphics, or other media entered into external or internal parts of the computer system
- Accessing a chat room unless assigned for a class project and supervised by classroom teachers.
- Accessing inappropriate material such as violence, profanity, sex, drug or alcohol related sites, etc.
- Accessing someone else’s account
- Allowing someone to login using your password
- Attempting to circumvent the district security and content filters by any means, including proxy servers
- Damaging computers, electronic access devices, computer systems or computer networks

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- Deliberate downloading of a virus or other damage to computer/electronic devices files
- Inappropriate discussion of any school, staff, or student related activities on any public domain web sites such as blogs, wikis, etc.
- Distributing any commercial, political, or religious material
- Downloading of inappropriate programs
- Downloading or playing games on the Internet of a non-educational nature
- Employing the network for commercial purposes and personal or financial gains
- Engaging in activities that cause disruption to the network or its system
- Engaging in or promoting violence
- Harassing, insulting or attacking others
- Purchasing, trading, or requesting items on the Internet
- Putting inappropriate content on a school website
- Reconfiguring setups, deleting files or programs in any computer/electronic access device network
- Sending or displaying hateful or pornographic messages or pictures
- Transmitting confidential information (social security numbers, credit card numbers, addresses, or making arrangements to meet anyone) for self or others
- Using obscene language or profanity
- Violating copyright laws

Network administrators may review files and communications to maintain system integrity and insure that users are using the system responsibly. Any type of information stored on district electronic devices becomes the property of the Rutherford School District. The Rutherford School District can periodically review and monitor all files and data stored on district electronic devices. The Rutherford School District can edit or remove any material, which the system administrators, in their sole discretion, believe to be inappropriate. Access to and review of such files is not limited to probable cause. Privacy is neither implied nor granted, nor should it be expected.

**DISCIPLINARY ACTION**

Any violation of district rules may result in loss of district-provided access to the Internet and/or other electronic devices. Disciplinary action will be determined at the building level in keeping with existing policies regarding inappropriate language or behavior. When and where applicable, law enforcement agencies may be involved.

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