

ACCEPTABLE USE POLICY (AUP) FOR SCOTTSBORO CITY SCHOOLS

Information for Parents and Students

The Scottsboro City School's Acceptable Use Policy ("AUP") is to prevent unauthorized access and other unlawful activities by users online, prevent unauthorized disclosure of or access to sensitive information, and to comply with the Children's Internet Protection Act ("CIPA"). As used in this policy, "user" includes anyone using the computers, Internet, email, chatrooms and other forms of direct electronic communications or equipment provided by Scottsboro City Schools (the "network."). **Only current students or employees are authorized to use the network.**

The Scottsboro City School's will use technology protection measures to block or filter, to the extent practicable, access of visual depictions that are *obscene, pornographic, and/or harmful to minors* over the network. The Scottsboro City School's reserves the right to monitor users' online activities and to access, review, copy, and store or delete any electronic communication or files and disclose them to others as it deems necessary. Users should have no expectation of privacy regarding their use of Scottsboro City School's property, network and/or Internet access or files, including email.

Acceptable Uses of the Scottsboro City Schools Computer Network or the Internet

Schools must verify each year students using the computer network and Internet access for that school year have a signed page acknowledging this policy. Students who are under 18 must have their parents or guardians sign this page and schools must keep it on file. Once signed, that permission/acknowledgement page remains in effect until revoked by the parent, or the student loses the privilege of using the Scottsboro City School's network due to violation of this policy or is no longer a student of Scottsboro City Schools. Employees and other users are required to follow this policy. Even without signature, all users must follow this policy and report any misuse of the network or Internet to a teacher, supervisor or other appropriate Scottsboro City Schools personnel. Access is provided primarily for education and Scottsboro City School's business. Staff may use the Internet, for incidental personal use during duty-free time. **By using the network, users have agreed to this policy.** If a user is uncertain about whether a particular use is acceptable or appropriate, he or she should consult a teacher, supervisor or other appropriate personnel of Scottsboro City Schools.

Unacceptable Uses of the Computer Network or Internet

- **Violating any state or federal law or municipal ordinance, such as: Accessing or transmitting pornography of any kind, obscene depictions, harmful materials, materials that encourage others to violate the law, confidential information or copyrighted materials;**
- **Selling or purchasing illegal items or substances;**
- **Obtaining and/or using anonymous email sites; spamming; spreading viruses;**
- **Causing harm to others or damage to their property, such as:**
 1. Using profane, abusive, or impolite language; threatening, harassing, or making damaging or false statements about others or accessing, transmitting, or downloading offensive, harassing, or disparaging materials;
 2. Deleting, copying, modifying, or forging other users' names, emails, files, or data; disguising one's identity, impersonating other users, or sending anonymous email;
 3. Damaging computer equipment, files, data or the network in any way, including intentionally accessing, transmitting or downloading computer viruses or other harmful files or programs, or disrupting any computer system performance;
 4. Using any Scottsboro City Schools computer to pursue "hacking," internal or external to Scottsboro City Schools, or attempting to access information protected by privacy laws; or
 5. Accessing, transmitting or downloading large files, including "chain letters" or any type of "pyramid schemes".
- **Engaging in uses that jeopardize access or lead to unauthorized access into others' accounts or other computer networks, such as:**
 1. Using another's account password(s) or identifier(s);
 2. Interfering with other users' ability to access their account(s); or

3. Disclosing anyone's password to others or allowing them to use another's account(s).

• **Using the network or Internet for Commercial purposes:**

1. Using the Internet for personal financial gain;
2. Using the Internet for personal advertising, promotion, or financial gain; or
3. Conducting for-profit business activities and/or engaging in non-government related fundraising or public relations activities such as solicitation for religious purposes, lobbying for personal political purposes.

Student Internet Safety

1. Students under the age of eighteen should only access Scottsboro City Schools net accounts outside of school if a parent or legal guardian supervises their usage at all times. The student's parent or guardian is responsible for monitoring the minor's use;
2. Students shall not reveal on the Internet personal information about themselves or other persons. For example, students should not reveal their name, home address, telephone number, or display photographs of themselves or others;
3. Students shall not meet in person anyone they have met only on the Internet; and
4. Students must abide by all laws, this Acceptable Use Policy and all Scottsboro City Schools security policies.

Penalties for Improper Use

The use of a Scottsboro City Schools account is a privilege, not a right, and misuse will result in the restriction or cancellation of the account. Misuse may also lead to disciplinary and/or legal action for both students and employees, including suspension, expulsion, dismissal from Scottsboro City School's employment, or criminal prosecution by government authorities. The Scottsboro City Schools will attempt to tailor any disciplinary action to meet the specific concerns related to each violation.

Scottsboro City Schools will provide education for all students regarding appropriate online behavior. These lessons will include, but not limited to, appropriate social networking, electronic messaging, cyberbullying awareness and appropriate harassment response.

Disclaimer

The Scottsboro City Schools makes no guarantees about the quality of the services provided and is not responsible for any claims, losses, damages, costs, or other obligations arising from use of the network or accounts. Any additional charges a user accrues due to the use of Scottsboro City School's network are to be borne by the user. The Scottsboro City Schools also denies any responsibility for the accuracy or quality of the information obtained through user access. Any statement, accessible on the computer network or the Internet, is understood to be the author's individual point of view and not that of Scottsboro City Schools, its affiliates, or employees.

I have read, understand, and agree to abide by the provisions of the
Acceptable Use Procedures of Scottsboro City Schools

Date: _____ School: _____

Student Name: _____ Student Signature: _____

Parent/Legal
Guardian Name: _____ Parent/Legal
Guardian Signature: _____

PLEASE DO NOT REMOVE THIS PAGE or THE NEXT PAGE . AN ACKNOWLEDGEMENT PAGE WAS SENT HOME WITH YOUR CHILD TO BE COMPLETED AND RETURNED TO THE SCHOOL PRINCIPAL.

Scottsboro City Schools
Important Information Concerning Student Privacy Rights

During the school year, your child may make headlines as a hero of the big game, or he or she might win an academic honor. Often, stories about what is happening at school will feature student names or even pictures. We also might want to use your child's name, photograph, or video in our school district publication or presentation.

The Family Education Rights and Privacy Act (FERPA) permits school districts to release "Directory Information" to certain people or institutions, such as news media, unless a child's parent or guardian requests that such information not be released. "Directory Information," as defined in the FERPA act includes the following:

- | | |
|-------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| *Student name, address and phone number | *Date and place of birth |
| *Major field of study | *Dates of attendance |
| *Participation in officially recognized activities and sports | *Awards Received |
| *Weight and height of athletic team members | *Publishing student names in the school website, or other publications |
| *The most recent previous educational agency or institution attended by the student | |

Scottsboro City Schools will not release student information for commercial or other purposes. The purpose of release will always be related to school business.

If you have questions, please call the school.

☐ **Yes, Directory Information, photography/videotape/class photograph and my child's name can be released as related to school business.**

I waive any right to inspect and/or approve finished products and release Scottsboro City Schools from any liability by virtue of distortion by processing. I further agree that these terms may be used for publication, broadcast or reproduction without limitations, or reservation or fee. I accept responsibility, knowingly that this release is on file, to have it removed when and if I deem it is disadvantageous or inadvisable to have my child featured in such a manner.

IF YOU CHECK THIS BOX, SKIP THE NEXT SECTION AND SIGN THE BOTTOM.

=====

ALTERNATE OPTIONS

My child's name can be included in school newsletters, yearbooks, websites, and class photographs.
_____ YES _____ NO

My child's photograph/videotape can be release to the news media (local TV station, local paper, ex: The Daily Sentinel, The Clarion, North Jackson Progress, Huntsville Times) or any District-wide publication.
_____ YES _____ NO

My child's picture or video can be published on Scottsboro City Schools web pages, other district/school licensed sites and/or district or school TV channels.
_____ YES _____ NO

My child's selected school materials/work may be published on the Internet, in authorized publications, and/or district TV channels.
_____ YES _____ NO

My child's individual class photograph can be used in the school yearbook.
_____ YES _____ NO

=====

PARENT /GUARDIAN SIGNATURE _____ DATE _____

CHILD'S NAME _____ GRADE _____