

POLICY: IIBG-E  
Approved: July 28, 1997  
Revised: December, 2001  
Revised: September 25, 2006  
Revised: January 16, 2012

**PARENT PERMISSION**  
**Internet & Electronic Mail Permission**  
**Independent Use**

The School District of Hartford Joint #1 is pleased to offer students access to the District computer network for electronic mail and the Internet. To gain access to e-mail and the Internet, all students must obtain parental permission and must sign and return this form to the Library Media Specialist.

Access to e-mail and the Internet will enable students to explore thousands of libraries, databases and bulletin boards while exchanging messages with Internet users throughout the world. Families should be warned that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate or potentially offensive to some people. While our intent is to make Internet access available to further educational goals and objectives, students may find ways to access other materials as well. We believe that the benefits to students from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages. But 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. To that end, the School District of Hartford Joint #1 supports and respects each family's right to decide whether or not to apply for access.

---

---

District Internet/E-Mail Rules

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 apply.

The network is provided for students to conduct research and communicate with others. Access to network services is given to students who agree to act in a considerate and responsible manner. Parent permission is required. Access is a privilege; not a right. Access entails responsibility.

Individual users of the District computer networks are responsible for their behavior and communications over those networks. It is presumed that users comply with District standards and will honor the agreements they have signed. Beyond the clarification of such standards, the District is not responsible for restricting, monitoring or controlling the communications of individuals utilizing the network.

Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on District servers will always be private.

Within reason, freedom of speech and access to information will be honored. During school, teachers of younger students will guide them toward appropriate materials. Outside of school, families bear the same responsibility for such guidance as they exercise with information sources such as television, telephones, movies, radio and other potentially offensive media.

#### Personal Safety

- Students will not post personal contact information about themselves or other people. Personal contact information includes home, school or work addresses, telephone numbers, etc.
- Students will not agree to meet with someone they have met online without approval of parents or legal guardians.
- Students will promptly disclose to a teacher, administrator or school employee any message they receive that is inappropriate, offensive or makes them feel uncomfortable.

As outlined on Board policy and procedures, copies of which are available in school offices, the following are not permitted:

- Using inappropriate search terms
- Sending or displaying offensive messages or pictures
- Using obscene language
- Harassing, insulting or attacking others
- Damaging computers, computer systems or computer networks
- Violating copyright laws
- Using another's passwords
- Trespassing in another's folders, work or files
- Intentionally wasting limited resources
- Employing the network for commercial purposes
- Copying any unauthorized software onto the network or onto an individual workstation
- Any unauthorized attempt to access student records

#### Administrative Rules for Misuse

The prohibitions set forth in School Board policy and herein will govern all use of the District system. Student use of the system will also be governed by the code of student conduct and School Board policies and District regulations governing student discipline. The student may have his/her network/Internet access restricted and/or all computer use restricted or banned.

**The District reserves the right to establish additional rules or take disciplinary action regarding the misuse of computers or networks that may not be anticipated in this policy.**

IIBG-E – Parent Permission – Student Internet and Network Permission – Independent Use  
Page Three

As a user of the School District of Hartford Joint #1 computer network, I hereby agree to comply with the above stated rules communicating over the network in a reliable fashion while honoring all relevant laws and regulations.

Student signature: \_\_\_\_\_

As a parent or legal guardian of the minor student signing above, I grant permission for my son or daughter to access networked computer services such as electronic mail and the Internet. I understand that individuals and families may be held liable for violations. I understand that some materials on the Internet may be objectionable, but I accept responsibility for guidance of Internet use – setting and conveying standards for my son or daughter to follow when selecting, sharing or exploring information and media.

Parent signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of student: (print) \_\_\_\_\_ School: \_\_\_\_\_ Grade: \_\_\_\_\_