

Southeastern Academy

Student Acceptable Use/Internet Use Policy Statement

Introduction

These procedures are applicable to all student use of Network and Internet systems while using Southeastern Academy property at any location or during school activities at any location. Southeastern Academy students have access to Internet with teacher supervision. This access enables us to gather valuable online information. The benefits to our students far exceed any potential disadvantages. This privilege brings responsibilities for all of us. Before joining our online activities students must first have parental permission and agree to follow the policy contained herein.

Access

Network and Internet access is a privilege, which requires a high level of personal responsibility and may be denied due to inappropriate use. Inappropriate use shall include but not be limited to:

1. Using the system to transmit inaccurate information.
2. Using the system to send, receive or view objectionable material.
3. Damaging the security system.
4. Vandalizing the system.
5. Violating the copyright laws.
6. Failing to follow network etiquette procedures (i.e. being polite, using appropriate language, etc.).
7. Accessing the system in any manner inconsistent with the mission of the academy.
8. Opening, editing or deleting files that do not belong to the student
9. Giving out personal information over the Internet
10. Downloading software, music or images without permission from the teacher

The teacher may withdraw access at any time as required. The administration, faculty and staff of the school may request the network administrator to deny, revoke or suspend specific system user access.

Students under the age of 18 must have the written approval of a parent or guardian. A signed Acceptable Use/Internet Policy Agreement Form must be on file with the school. Student privileges will be granted only for one academic year. A signature on the Acceptable Use/Internet Policy Agreement Form indicates that the person signing the permission form has read and understood any supplemental information which may be provided with the permission form.

Students will notify their teacher or other adult whenever they come across information or messages that are dangerous, inappropriate or make them feel uncomfortable.

Copyright

One of the most important issues to be addressed and taught to students is the issue of copyright and the related areas of trademark and licensing.

System users may download material for their own use in accordance with applicable copyright laws, school policy and administrative regulations. The Fair Use doctrine allows an individual to reproduce portions of copyrighted work for non-commercial purposes, in some instances. Reproduction beyond fair use requires the permission of the copyright holder or authorized person. The permission must be specified in the document or must be obtained directly from the author in accordance with applicable copyright laws. Violations of copyright law could lead to civil liability with excessive penalties.

Discipline

Appropriate discipline for student violations will be determined by the headmaster. Violations of the acceptable use guidelines or any federal or state law, rule or regulation may result in disciplinary action. Violations that may be criminal will be referred to appropriate law enforcement officials.

Please return this page to Mrs. Barnes and keep the *Southeastern Academy Acceptable Use /Internet Use Policy Statement* for your records.

Student:

I understand and will abide by the *Southeastern Academy Acceptable Use/Internet Policy Guidelines*. I further understand that any violation of the guidelines is unethical and may constitute a criminal offense. Should I commit any violation, disciplinary action and/or appropriate legal action will be taken.

Signature: _____

Printed Name: _____

Date: _____

Parent or Guardian

(For students under age 18, a parent or guardian must also read and sign this agreement.)

As the parent or guardian of this student, I have read the *Southeastern Academy Acceptable Use /Internet Use Policy Statement*. I understand that this access is intended for educational purposes. The Academy has taken steps to monitor Internet use. However, I recognize that no filtering software is 100% effective at restricting content, and I will not hold the Academy responsible for inappropriate materials acquired by my child on the Internet.

I hereby grant permission for each of the following areas and certify that the information contained on this form is correct.

PLEASE CIRCLE

- YES NO** I hereby give permission for my son/daughter to have Internet access privileges.
- YES NO** I hereby give permission for my son/daughter to have electronic mail privileges for collaboration within the class and any approved electronic pen-pal programs
- YES NO** I hereby give permission for my son/daughter's picture and/or video/audio to be taken for use within the school, school website and/or other form of advertisement. I understand that no student last names will be listed with pictures/video.
- YES NO** I hereby give permission for my son/daughter's work samples to be posted on the Southeastern Academy website and/or other form of advertisement. All work submitted by students for posting will be listed by first name and/or teacher and grade

Signature: _____

Printed Name: _____

Date: _____

This agreement must be retained on file by the school office and is valid only for the school year in which it is signed.