

**WEST BRIDGEWATER SCHOOL COMMITTEE
INTERNET POLICY NO. 5580**

Acceptable Use:

The superintendent or designee shall implement these administrative regulations, procedures, and user agreements, consistent with the purposes and mission of the West Bridgewater School District as well as with the law and policy governing copyright, and collective bargaining agreements.

Availability:

The superintendent or designee shall implement, monitor, and evaluate the district's computer network for instructional and administrative purposes as provided herein.

Access to the computer network, including external networks, shall be available to employees and students for instructional and administrative purposes and in accordance with these administrative regulations and procedures.

All users shall be required to acknowledge receipt of this policy and administrative procedures governing the use of the system and shall agree in writing to comply with this policy and administrative procedures. Noncompliance with this policy and/or administrative regulations may result in suspension or termination of user privileges (other than in connection with directly supervised use during classroom instructions) and other disciplinary actions, including the possibility of dismissal, subject to the applicable provisions of any governing collective bargaining agreement and consistent with the policies of the West Bridgewater School District and relevant law(s). Violations of law may result in criminal prosecution as well as disciplinary action by the West Bridgewater School District subject to the applicable provisions of any governing collective bargaining agreement and relevant law(s).

Monitored Use:

Electronic mail transmissions and other use of electronic resources by students and employees shall not be considered confidential and may be monitored at any time by designated staff to ensure appropriate use for instructional and administrative purposes. Copies of all information created, sent or retrieved are stored in the school's backup files. The administration reserves the right to access and monitor all message and files on the computer system as it deems appropriate in the ordinary course of its business, including, but not limited to ensuring proper use of resources and conducting routine maintenance. The employer shall notify the employee in writing within 48 hours of inspection of such files for the purpose of such individual employee's compliance with this policy. Where appropriate, communications, including text and images, may be disclosed to law enforcement officials without prior consent of the sender and receiver.

Liability:

Except as otherwise provided in an applicable collective bargaining agreement, Massachusetts General Laws, or this policy, the West Bridgewater School District shall not be liable for users' inappropriate use of electronic resources or violations for copyrighted and restrictions or costs incurred by users which are knowingly not related to acceptable use under this policy. The West Bridgewater School District shall not be responsible for ensuring the accuracy or usability of any information found on external references.

By signing the "Computer Network User Agreement for Employees" the employee accepts responsibility for his/her own actions in using the School Department's computer system.

Procedure:

The School Committee so orders the Superintendent to develop procedures to enact the policy. These procedures will be presented to the School Committee for approval. These procedures will be attached to aid policy after School committee approval.

Acknowledgment:

Each user will sign the Internet Use Agreement Form (Attachment A) before given access to the net. Parent/Guardian must sign also for student access.

WEST BRIDGEWATER PUBLIC SCHOOLS
West Bridgewater, Massachusetts

Student Internet Use Agreement

User:

I understand, and will abide by and adhere to the WBSC 5580 Internet Use. I understand the terms and conditions of my use. I further understand that any violation of this policy and/or rules is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and school disciplinary actions and/or legal action may be taken.

User's Full Name

Date

Parent or Guardian:

As the parent or guardian of this student, I have read the WBSC 5580 Internet Use. I understand that this access is designed for educational purpose. The West Bridgewater Public Schools have taken precautions to eliminate controversial material. I also recognize it is impossible for the School System to restrict access to all controversial materials and I will not hold the School System responsible for materials acquired on the network. Further, I will accept full responsibility for supervision, if any, when my child's use is not in a school setting. I hereby give permission to issue a network account for my child and certify that the information contained on this form is correct.

Parent/guardian Signature: _____ Date: _____

Home Phone: _____ Work Phone _____