

## Acceptable Use of Internet and E-Mail Resources

Dear Parent,

Our children live in a global and digital world – a world changed by technology and new ideas about how we communicate with one another. In the Saint Paul Public Schools, we realize that students must develop the skills that will allow them to be successful in this digital world. For this reason, we have decided to provide students the use of the Internet, email, and computer access as a privilege.

### Disclaimers

As required by federal law, the district uses Internet filtering software to prevent access to sites that may be controversial, inappropriate, or may contain advertising. However, even with these measures, it is impossible to totally control what students may encounter. It is important that students be responsible users of the Internet and use district network resources appropriately.

Also, students should expect only limited privacy in the contents of personal files on the school district's system.

### Rights and Privileges

The student user has the privilege to access (within the limits of these Restrictions and Sanctions) the Internet, instructional-networked resources, email and computers provided by the Saint Paul Public Schools. The student's network account provides for personal storage space on Saint Paul Public Schools email and file servers. These resources should be treated as a student locker - - old files should be thrown away to save space and to help students manage their papers. Additionally, **It is important that students keep passwords secure and private.**

### Restrictions

The following are unacceptable use of these privileges:

- Gaining unauthorized or inappropriate access to the district's technology resources.
- Interfering with the ability of students/staff members to use the district's technology resources.
- Activities resulting in the loss of a student/staff member's work.
- Distributing material that may slow or block the voice, video and data networks.
- Distributing or collecting obscene, abusive or threatening material via telephone, video, electronic mail, the Internet or other means.
- Using technology resources for commercial, political or profit-making enterprises.
- Engaging in any illegal act, including violation of copyright laws.
- Posting private information about another person.

## Right of Parents to Refuse Student Access to the Internet/E-mail

### Sanctions

Violations of the district's Information Technology Usage Policy or unacceptable use of these tools could result in the loss of access to electronic resources. Additional disciplinary action may be determined at the building and/or classroom level and when appropriate, law enforcement agencies may be involved. Parents also have the right to refuse to permit their child(ren) to use Internet and/or e-mail services while attending school in Saint Paul Public Schools.

### Parent or Guardian – Please read and sign:

As the parent or guardian of this student, I have read the school district's policies relating to acceptable use of the Internet and other district information technology resources and I prefer that he/she do not have access to the following tools:

\_\_\_\_\_  
Student Name – Please Print

- I DO NOT** want the district to issue an e-mail account for my child.
- I DO NOT** give permission for my child to use information on the Internet.
- I DO NOT** give permission for my child to use a computer.

\_\_\_\_\_  
Parent or Guardian's Name – Please Print

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Please return this form to your child's Principal.