

Policy

Board of Education Randolph

237.5 PROGRAM

Computers - Internet Use

Internet access is available to students and designated staff in the Randolph Township Schools. RAMNet offers vast, diverse, and unique resources to both students and designated staff. The goal in providing internet service to designated staff and students is to promote educational excellence in the Randolph schools by facilitating resource sharing, innovation, and communication.

RAMNet is an electronic network which directly accesses the Internet, an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. Students and designated staff may have access to electronic mail communication with people all over the world; information and news from worldwide research institutions; public domain and shareware software of all types; discussion groups on many topics; access to many university library catalogs, the Library of Congress, and the Educational Resource Information Center (ERIC).

With access to computers and people all over the world, may come material that may not be of educational value or appropriate to young people in a school setting. On a global network it is impossible to control all materials; an industrious user may encounter controversial information. The Randolph Board of Education firmly believes that the valuable information and interaction available on the worldwide network far outweighs the possibility that users may encounter material inconsistent with the educational goals of the school district.

Internet access is coordinated through a complex association of government agencies, and regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines. These guidelines are provided to ensure knowledge of the responsibilities required.

In general, use of the RAMNet system requires efficient, ethical and legal utilization of network resources. If a RAMNet user violates any of these provisions, the account with RAMNet may be terminated and future access could be denied.

RAMNet - Terms and Conditions

1) **ACCEPTABLE USE** - The purpose of RAMNet, which is the backbone network to the Internet, is to support research and education by providing access to unique resources and the opportunity for collaborative work. The use of your account must be in support of education and research and consistent with the educational objectives of the Randolph Township Schools. Use of other organization's networks or computer resources must comply with the rules appropriate for that network. Transmission of any material in violation of any U.S. or state regulation is prohibited. This includes, but is not limited to: copyrighted material, threatening, racist or obscene material, or material protected by trade secret. Use for commercial activities by for-profit institutions is not acceptable. Use for product advertisement or political lobbying is also prohibited. Illegal activities are prohibited.

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2) **PRIVILEGES** - The use of RAMNet is a privilege, not a right, and inappropriate use may result in immediate and automatic cancellation of those privileges. The school's administration will decide whether or not a user has violated this use agreement and may deny, revoke, or suspend access at any time.

Each student who receives an account will be instructed by a faculty member pertaining to the proper use of the network. Based upon the acceptable use guidelines outlined in this document, the system administrator will deem what is inappropriate use and make a recommendation to the building administrator. Also, the system administrator may close an account at any time as required. The administration, faculty, and staff of the Randolph Township schools may request the system administrator to deny, revoke, or suspend specific user accounts.

3) **UNACCEPTABLE USE** - Unacceptable use of RAMNet includes, but is not limited to:

- o Using the network for any illegal activity, including violation of copyright or other contracts, or transmitting any material in violation of any U.S. or state regulation. (The Randolph Township schools may not be able to prevent consequences assigned by Federal or state authorities).
- o Using the network for private financial or commercial gain.
- o Invading the privacy of individuals.
- o Posting material authored or created by another without his/her consent.
- o Posting anonymous messages.
- o Accessing, submitting, posting, or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, ethnically offensive, harassing, or illegal material.
- o Using the network while access privileges are suspended or revoked.

4) **NETIQUETTE** - Users are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to the following:

- o Be polite. Do not write or send abusive messages to others.
- o Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.
- o Do not reveal your personal address or phone numbers of students or staff members. Note that electronic mail (e-mail) is not private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities will be reported to the authorities.
- o Excessive printing or downloading of files is prohibited. The determination of excessive use will be made by the system administrator or the teacher.
- o Do not use the network in ways that could disrupt the use of the network by other users (e.g. downloading huge files during prime time; sending mass e-mail messages; annoying other users using the talk or write functions).
- o The printing facilities of the school network must be used judiciously.
- o The RAMNet system and all content originating on the system are the property of the Randolph Township Board of Education.

5) **RELIABILITY** - The Randolph schools make no warranties of any kind, whether expressed or implied, for the service it is providing. The Randolph school district and the district's Internet Service Provider (ISP) will not be responsible for any damages you suffer. This includes loss of data resulting from delays, non-deliveries, misdeliveries, or service interruptions caused by its own negligence or personal errors or omissions. Use of any information obtained via the Internet is

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at the user's risk. The Randolph school district and the district's Internet Service Provider specifically deny any responsibility for the accuracy or quality of information obtained through its services.

6) **SECURITY** - Security on any computer system is high priority, especially when the system involves many users. If the user feels he/she can identify a security problem on RAMNet, the user must notify a system administrator or teacher. Do not demonstrate the problem to other users.

- o Do not use another individual's account.
- o Do not give your password to any other individual. Attempts to log-in to the system with another person's password will result in cancellation of user privileges.
- o Attempts to log-in to RAMNet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied system access.

7) **VANDALISM** - Vandalism to the system will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, RAMNet, or any of the above listed agencies or other networks connected to the Internet backbone. This includes, but is not limited to, uploading or creating computer viruses.

8) **UPDATING YOUR USER INFORMATION** - RAMNet may occasionally require new registration and account information from you to continue the service. The user must notify RAMNet (through the system administrator) of any changes in your account information, address, etc. Currently, there are no user fees for this service.

9) **CONSEQUENCES** - Any user found in violation of this agreement may have all computer privileges revoked for one calendar year, with a review after six months by the school's administration. If a student is required to use a computer in a class, he or she will not be allowed to do so. This may result in the student subsequently failing that class. Students also face the possibility of detention, suspension or expulsion.

10) **EXCEPTION OF TERMS AND CONDITIONS** - All terms and conditions as stated in this document are applicable to the Randolph Township Schools. These terms and conditions reflect the entire agreement of the parties and supersede[s] all prior oral or written agreements and understandings of the parties. These terms and conditions shall be governed and interpreted in accordance with the laws of the State of New Jersey.

Any Randolph student or staff member may apply for an Internet Account. To do so one must complete the attached contract and application. Students should return the contract to the person from whom they receive the contract. Staff should return the contract to the district's system administrator. The applicant may retain this copy of the Terms and Conditions for his/her files.

The signature on the Contract Agreement for Network Use and Internet Access is legally binding and indicate the party has read the terms and conditions carefully and understands the significance.

DATE ADOPTED: October 20, 1997

DATE REVISED:

COURSE NAME: _____

TEACHER'S NAME: _____

PERIOD: _____

ROOM NUMBER: _____

RANDOLPH TOWNSHIP SCHOOLS

*Agreement and Application
for Randolph School District Internet Account and Network Use*

Last Name: _____ First Name: _____ Student ID # _____

Expected Year of Graduation _____ Password (school to provide) _____

Student Contract

Directions: After reading the Application for Account and Terms and Conditions please read and fill out the appropriate portions of the following contract completely and legibly. The signature of a parent or guardian[ng] is also required. Please return the contract to your teacher, to whom any questions also should be addressed. **Note:** Completion of this agreement is required before computer access is granted through the school.

Contract Agreement

I have read the RAMNet Terms and Conditions. I understand and will abide by the stated Terms and Conditions for RAMNet. I further understand that violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation my access privileges may be revoked, and school disciplinary and/or appropriate legal action may be taken.

User Name (please print): _____ Grade _____

User Signature: _____ Homeroom this year _____

Date: _____

PARENT OR GUARDIAN (If the applicant is under the age of 18 a parent or guardian must also read and sign this agreement.)

As the parent or guardian of this student I have read the Terms and Conditions for RAMNet. I understand that this access is designed for educational purposes. I recognize it is impossible for the Randolph Township Schools to restrict access to all controversial materials and I will not hold them or their employees responsible for materials acquired on the network. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give my permission to issue an account for my child and certify that the information contained on this form is correct. Finally, I recognize the consequences my child may face if he or she violates this agreement.

Parent or Guardian (please print): _____

Signature _____ Date: _____

Daytime Phone Number: _____ Evening Phone Number: _____

RANDOLPH TOWNSHIP SCHOOLS

*Agreement and Application
for Randolph School District Internet Account and Network Use*

Last Name _____ First Name: _____ School _____

User Name _____ Password (supplied by system administrator) _____

Check One: ___ teacher ___ administrator ___ other

Staff Contract

Directions: After reading the RAMNet Application for Account and Terms and conditions please read and fill out the appropriate portions of the following contract completely and legibly. Please return the contract to the system administrator, to whom questions may be addressed.

Application

Full Name (please print): _____ School _____

Social Security Number (accounts cannot be issued without this): _____

Home Address: _____

Home Phone: _____ Work Phone: _____

Contract Agreement

I have read the RAMNet Terms and Conditions. I understand and will abide by the stated Terms and Conditions for RAMNet. I further understand that violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation my access privileges may be revoked and/or appropriate legal action taken. I understand that if I [switch schools or] leave the Randolph Township Schools I must notify the System Administrator. Finally, I understand it is my responsibility, if computers are to be used by my classes, that I [must] explain this Acceptable Use Policy to the class(es) before such use.

User Name (please print): _____

User Signature: _____ Date: _____

When your account is established you will be notified of your password and logon. Thank you for your interest and support of this exciting new resource in the Randolph Schools.