

# **THE SCHOOL DISTRICT OF OSCEOLA COUNTY, FLORIDA**

## **STUDENT INTERNET AND NETWORK USE PROCEDURES**

The School District of Osceola County offers Internet and network access for students. This document contains the procedures for implementing the *Network Acceptable Use Policy as applicable to students*, as amended by the School Board 08/18/15. The Network Acceptable Use Policy is available at [www.osceolaschools.net](http://www.osceolaschools.net).

### **Educational Purpose**

Access to the Internet has been established for a limited educational purpose and shall be consistent with the District's curriculum and Florida Standards. The term "educational purpose" includes academic activities and career development. Access has not been established as a public service or a public forum.

The School District of Osceola County has the right to place reasonable restrictions on the material accessed or posted through the system. Students are expected to follow the rules set forth in the *Code of Student Conduct*, the *Network Acceptable Use Policy*, and the law in their use of the Internet and network resources.

Students may not use the Internet for commercial purposes. Students may not offer, provide, or purchase products or services through the Internet using any district resources.

### **Student Internet Access and Digital Communication**

All Osceola County students will be provided an account in Microsoft Office 365. This account will provide students with access to online email, office programs, collaborative spaces, document and video sharing, and file hosting. These resources will be managed by the district and used for instructional and educational purposes only. The district, as required by the Children's Internet Protection Act (CIPA), will permit only specific authorized access to these resources.

All students will have access to filtered Internet information resources through the classroom, media center, mobile computer labs or computer lab while on the District network.

If approved by administrators, students may contribute to a school web page. All content must be pre-approved by the appropriate staff.

### **Bring Your Own Device (BYOD)**

The District defines a device as a personally owned laptop, tablet, netbook, e-Reader, iPod or iPad, or cell/smart phone. Students may now bring their own devices to their school to be used for educational purposes only. It is the student's responsibility to comply with Osceola County School District policies in accordance with the Student Internet and Network Use Procedures, Network Acceptable Use Policy, and Code of Student Conduct while utilizing a personal device on school grounds or in any building owned or operated by the School Board.

The student is fully responsible, at all times, for the personally owned device(s) brought to school. The School District is not liable for any loss/damage/theft of a personally owned device. A student bringing a device to school must use the BYOD wireless network. Students are not authorized to connect personally owned devices to the WIRED network. The student is responsible for the condition of the device brought to school, including updates, antivirus software, and repair. The student may only use personally owned devices for educational

purposes during school hours in classrooms/designated areas in which teachers have agreed to participate in the BYOD Program. Outside these classrooms/designated areas, all electronic devices should be turned off and not be visible. No device, personal or otherwise, may be used to record, store, or transmit any type of image, sound, or video from any classroom/designated area, except for approved projects with the express permission of the classroom teacher. If reasonable belief exists that the student has violated these procedures, or other school or district policies, the student's device may be inspected and/or confiscated. Subsequent or additional disciplinary action involving misuse of technology may extend to loss of technology privileges or further action as defined in the Code of Student Conduct. Students are not to share passwords or devices with other students.

### **Personal Safety**

Students should promptly disclose to any teacher or administrator any messages received that are inappropriate or make them feel uncomfortable. Students will not post personal contact information about themselves or other people. Personal contact information includes: Student's full name (First and Last), address, telephone numbers, school address, work address, etc. This information may not be provided to an individual, organization, or company, including web sites that solicit personal information.

### **Illegal Activities**

Students shall not attempt to gain unauthorized access to the School District of Osceola County network or to any other computer system through the Internet or go beyond authorized access. This includes attempting to log in through another person's account or access another person's files. These actions are illegal. Students are not to make deliberate attempts to disrupt the computer system or destroy data by spreading computer viruses or by any other means. These actions are illegal [F.S. 815 Computer-Related Crimes].

Students shall not use the School District network to engage in any illegal act, which includes, but is not limited to, arranging for a drug sale or the purchase of alcohol, engaging in criminal gang activity, threatening the safety of persons, or violating any provision of the *Code of Student Conduct*.

### **System Security**

Students are responsible for individual network access and must take all reasonable precautions to prevent access by others. Under no conditions should a student provide passwords to another person. Students will immediately notify a teacher or administrator if a possible security problem has been identified. Any attempt by a student to look or scan for security problems will be construed as an illegal attempt to gain access to network resources.

Under no circumstances are students permitted to use any device to gain unauthorized access to student grades or other private student records.

Students will not install unauthorized software on computers or on file servers. Students will not use any equipment or software to bypass, destruct, modify, "hack", or abuse the School District of Osceola County network system or disrupt the network activities of others. Any student identified as a security risk or having a history of problems with computer and/or network access may be denied network access.

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**Inappropriate Language**

Restrictions against inappropriate language apply to public messages, private messages, and material posted on Web pages. Students will not use obscene, profane, lewd, vulgar, rude, threatening, or disrespectful language. Students will not harass another person. Harassment, as defined in the *Code of Student Conduct*, is the act of using unwelcome gestures, words, or written statements to annoy, demean, denigrate, defame, malign, or ridicule another person. Harassment can include, but is not limited to, sexual and racial harassment. If a student is told by a person to stop sending messages, he or she must stop.

Students shall not post false or defamatory information about a person or organization. Students will not post private information about another person.

**Respecting Resource Limits**

Students may use the system only for educational and career development activities. Students will not post chain letters or engage in "spamming". Spamming is sending an annoying or unnecessary message to a large number of people.

**Plagiarism and Copyright**

Students should not plagiarize works found on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as your own. Students shall respect the rights of copyright owners. Copyright infringement occurs when anyone inappropriately reproduces a work that is protected by a copyright. Students should contact the school's media specialist with any copyright or plagiarism questions.

**Inappropriate Access**

In accordance with the Children's Internet Protection Act (CIPA), all School District web access is filtered; however, this does not preclude the possibility that inappropriate sites are not blocked. Students shall not use the School District network to access material that is profane or obscene (pornography), advocates illegal acts, or advocates violence or discrimination towards other people (hate literature). Students shall immediately notify a teacher or administrator if inappropriate information is mistakenly accessed. This will protect students against a claim of intentional violation of this policy.

**Student Rights**

Student rights to free speech, as set forth in the *Code of Student Conduct*, also apply to communication on the Internet. The School District network is considered a limited forum similar to a school newspaper, and therefore administrators may restrict speech for valid educational reasons. However, speech will not be restricted on the basis of a disagreement with the opinions a student expresses.

**Enforcement**

Routine maintenance and monitoring of the District's network systems may reveal a student has violated the District's Student Code of Conduct, Network Acceptable Use Policy, or state or federal laws. The District will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted on the District's network.

An investigation will be conducted if there is reasonable suspicion that a student has violated these procedures. The investigation will be reasonable and related to the suspected violation.

**Due Process**

School administrators will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted during the use of the District's network. If the violation also involves a violation of the *Code of Student Conduct*, it will be handled in a manner described in that document.

**Limitation of Liability**

The School District of Osceola County makes no guarantee that the function or the services provided by or through the District's network will be error-free or without defect. The District will not be responsible for any damage suffered, including but not limited to, loss of data or interruptions of service. Students are responsible for making a back up copy of crucial files. The District is not responsible for the accuracy or quality of the information obtained through or stored on the network. The District will not be responsible for financial obligations arising through the unauthorized use of the network as the result of intentional misuse.

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**NOTE to parent/guardian regarding requests to exempt student from Internet access:**

According to the District's *Network Acceptable Use policy (XI)* a parent/guardian **must** notify the principal, in writing, within **ten (10) calendar days** after receiving the *Student Internet and Network Use Procedures*, if they do not wish their child to access the Internet or use the BYOD network. The request for exemption shall expire at the end of each school year and must be submitted annually. This exemption does not apply to any required computer-based assessments. The parent/guardian understands that such requests will serve to exclude their child from accessing valuable educational resources via the Internet.