**Coleman Independent School District**

**Electronic Communications & Data Management Systems**

**Student Internet Safety and Acceptable Use Policy (AUP) 2023 2024**

Coleman Independent School District is pleased to offer technological opportunities to our students, staff, and administrators. Our goal is to promote educational excellence in the Coleman Independent School District by facilitating safe and effective resource sharing, innovation, and communication with schools, colleges, organizations, and individuals around the world through the Internet and other electronic information systems.

**The smooth operation of our systems relies upon the proper conduct of all its users. Please read and discuss this acceptable use policy (AUP) with your child. Sign the attached agreement together, and return it to your child’s campus. If you are interested in further information, please call the appropriate school office or the administration office at 325-625-3575.**

The following policy for acceptable use of the Coleman ISD network shall apply to all Coleman ISD students.

It is the policy of Coleman ISD to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications: (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children’s Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h).

**Electronic Communications & Data Management System:**

The Coleman ISD Electronic Communications & Data Management System includes:

* Any and all computers owned by Coleman ISD, networked or stand-alone
* Any and all handheld devices such as phones, iPod’s, iPad’s or any other personal digital assistance devices (PDA’s)
* Any and all peripherals attached to any network computer including, but not limited to modems, keyboards, monitors, mice, printers, scanners, and digital cameras
* Any and all servers attached to the Coleman ISD network
* Any and all network hardware comprising the Coleman ISD network
* Any and all computer program software and/or subscriptions licensed to Coleman ISD
* Any and all software installed (with Technology Department authorization) on any network or stand-alone computer

**Network & Internet Services:**

* Although Internet access is filtered, it is possible that users may run across areas of adult content and/or material that might be found objectionable. Coleman ISD will make every effort to educate and guide all Coleman ISD network users in the proper use of the Internet; however, it is impossible to control all materials on the global network. Therefore, it is imperative that the user be held accountable for the appropriate utilization of the technology.
* Coleman ISD makes no warranties of any kind, whether expressed or implied, for the network service it is providing. The District’s system is provided on an “as is, as available” basis. Coleman ISD will not be responsible for damages incurred while on this system.
* Coleman ISD shall not be liable for users’ inappropriate use of electronic communication resources or violations of copyright restrictions or other laws, users’ mistakes or negligence, and/or costs incurred by users.
* Coleman ISD shall not be responsible for ensuring the accuracy, age appropriateness, and/or usability of any information obtained through its electronic services.

**User Accounts:**

* The Coleman ISD network and Internet services are not private. Data and/or users may be monitored by the Coleman ISD Technology Department and/or Coleman ISD administrators at any time to ensure proper use.
* Students in pre-kindergarten through third grades may have system access only through a group account.
* Students in fourth through twelfth grades will be assigned an individual account for system access.
* Do not share your account or password with anyone.
* Do not allow anyone else to use your account and do not use someone else’s account.
* Do not leave your computer unattended. If you must leave your computer for a moment, either log off or lock the computer. Always log off when you are finished.
* The user is responsible at all times for the proper use of his/her account.

**Network Use and Content:**

* Use of the Coleman ISD network must be in support of education and research and be consistent with the educational objectives of Coleman ISD.
* Use of the Coleman ISD Electronic Communications & Data Management System must not interfere with the acceptable use of the network by staff or other students.
* Users must respect the privacy of others. Users shall not intentionally obtain copies of or modify files or data that belongs to anyone else without permission from the owner of the files/data. Users shall not distribute files or data that belongs to someone else without permission from the owner of the files/data.
* Coleman ISD classes and/or activities often give students the opportunity to have pictures, announcements and/or examples of student work published on the Coleman ISD web site. Images will be published without student names or with first names only and work will be given credit by initials or first names only.
* Students are prohibited from transmitting any material in violation of any United States or other state organizational laws. This includes, but is not limited to, copyrighted material, threatening or obscene material, or material protected by trade secret.
* Students are prohibited from creating or intentionally obtaining files, data and/or E-mail that contains objectionable material. Objectionable material includes, but is not limited to, lewd or foul language or images, materials that are abusive, threatening, harassing or damaging to another’s reputation, or information to assist in technology theft or misuse.
* Students are prohibited from intentionally accessing objectionable material on the Internet. If you unintentionally access objectionable material, you are expected to immediately discontinue the access and report the incident to the supervising teacher or site administrator.
* For safety reasons, students are not allowed to access or participate in Internet chat rooms, forums, blogs or newsgroups outside of the Coleman ISD web portal.
* Students may not use any sort of Internet or network instant messaging program.
* Forgery or attempted forgery of E-mail messages and/or data is prohibited. Do not attempt to read, delete, copy, or modify the E-mail and/or data of other network users.
* Plagiarism and cheating using technology is prohibited.

**Computer Systems:**

* Students are prohibited from downloading and/or installing files or software unless permission is granted by the Coleman ISD Technology Department. All users must respect the legal protection provided by copyright license to programs, books, articles and data. Installation of unlicensed software will not be permitted under any circumstance.
* Students are not allowed to use any external data storage system (floppy disks, CD’s, Flash drives, etc.) on the Coleman ISD network unless that device has been approved by the supervising teacher.
* Students are not allowed to use personal devices (including, but not limited to, PDA’s, laptops, cell phones) to access the Coleman ISD network unless prior approval is granted by the campus Principal and Coleman ISD Technology Department.
* Students shall not attempt to write, produce, generate copy, propagate or introduce any computer code designed to self replicate, damage, change or otherwise hinder the performance of any computer's memory, file system, or software. Such software is known as a bug, virus, worm, Trojan, or similar name.
* Vandalism is defined as any malicious attempt to harm or destroy any equipment and/or data of another user or of any other networks that are connected to the system. Deliberate attempts to degrade and/or disrupt system performance are violations of District policy and may constitute criminal activity under applicable state and federal laws. Any vandalism will result in the cancellation of system use privileges and will require restitution for costs associated with system restoration, as well as other appropriate consequences.

**Illegal or Indecent Use:**

* Using CISD computers, network or resources for illegal, harassing, vandalizing, inappropriate, or indecent purposes ( including accessing, storing, or viewing pornographic, indecent, or otherwise inappropriate and questionable material), or support of such activities is prohibited.
* Illegal activities include any violations of federal, state, or local laws (for example, copyright infringement, publishing defamatory information, or committing fraud).
* Vandalism is any attempt to harm or destroy the operating system, application software, or data.
* Inappropriate use includes any violation of the purpose and goal of the network.
* Indecent activities include violations of generally accepted social standards for use of publicly owned and operated equipment.
* Harassment includes slurs, comments, jokes, innuendoes, unwelcome compliments, cartoons, pranks, or verbal conduct relating to an individual that:

have the purpose or effect of creating and intimidating, a hostile or offensive environment;

have the purpose or effect of unreasonably interfering with an individual’s work or school performance;

interfere with school operations; or

could damage an individual’s reputation.

**Access to inappropriate Material**

* To the extent practical, technology protection measures (or “Internet filters”) shall be used to block or filter Internet, or other forms of electronic communications, assess to inappropriate information.
* Specifically, as required by the Children’s Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.
* Subject to staff supervision, technology protection measures may be disabled or in the case of minors, minimized only for bona fide research or other lawful purposes.

**Inappropriate Network Usage**

* To the extent practical, steps shall be taken to promote the safety and security of users of the Coleman ISD online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.
* Specifically, as required by the Children’s Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called “hacking”, and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

**Inappropriate Student Use:**

* Cancellation or suspension of this privilege and/or disciplinary action in accordance with District policies and the Student Code of Conduct. Coleman ISD administration will rule upon inappropriate use.
* The use of the Coleman ISD network and Internet services is a privilege, and inappropriate use will result in Possible Consequences of Inappropriate Use:
* Suspension of user access to the system
* Termination/Revocation of the system user account
* Other disciplinary or legal action, in accordance with district policy and applicable laws.

**Education, Supervision and Monitoring:**

* It shall be the responsibility of all members of the Coleman ISD staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the Children’s Internet Protection Act, the Neighborhood Children’s Internet Protection Act, and the Protecting Children in the 21st Century Act.
* Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Coleman ISD Technology Director or designated representatives.

This Internet Safety Policy was adopted by the Board of Coleman ISD at a public meeting, following normal public notice, on 07-16-2018.

Adoption of Coleman ISD Curriculum for student education of Appropriate Online Behavior to Meet FCC Regulation and Compliance was adopted by the Board of Coleman ISD at a public meeting, following normal public notice, on 07-16-2018. Adopted curriculum includes ikeepSafe, I.R.O.C.2 (Institute for Responsible Online and Cell-Phone Community) The Course to Digital Consciousness and Easy Tech – Internet Safety, Learning.com.

**CIPA definitions of terms:**

**TECHNOLOGY PROTECTION MEASURE.** The term “technology protection measure” means a specific technology that blocks or filters Internet access to visual depictions that are:

1. **OBSCENE,** as that term is defined in section 1460 of title 18, United States Code:
2. **CHILD PORNOGRAPHY,** AS THE TERM IS DEFINED IN SECTION 2256 OF TITLE 18, United States Code: or
3. Harmful to minors.

**HARMFUL TO MINORS.** The term “harmful to minors” means any picture, image, graphic image file, or other visual depiction that:

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion:
2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or lewd exhibition of the genitals: and
3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to a minors, **SEXUAL ACT; SEXUAL CONTACT,** The terms “sexual act” and “sexual contact” have the meanings given such terms in section 2246 of title 18, United States Code.

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**USER (STUDENT)**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

PRINT STUDENT NAME

I have read, understand and will abide by the Coleman ISD Acceptable Use Policy for Electronic Communications & Data Management System use.

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