

## ACCEPTABLE COMPUTER SYSTEM USE

The regional school board provides a computer system, including the internet, to promote educational excellence by facilitating resource sharing, innovation and communication. The term computer system includes, but is not limited to, hardware, software, data, communication lines and devices, terminals, display devices, printers, CD-ROM CD, DVD and other media devices, tape or flash drives, storage devices, servers, mainframe and personal computers, tablets, laptops, cellular phones, smart telephones, cameras, projectors, multimedia devices, workstations, the internet and other electronic services and internal or external networks. This includes any device that may be connected to or used to connect to the school's network or electronically stored school material.

All use of the school's computer system must be (1) in support of education and/or research, or (2) for legitimate school business. Use of the computer system is a privilege, not a right. Inappropriate use may result in cancellation of those privileges, disciplinary action, and/or legal action. Any communication or material generated using the computer system, including electronic mail, social media posts, instant or text messages, tweets, or and other files, including communications and materials deleted from a user's account, may be monitored, read, and/or archived by school staff.

This policy applies to all users of the school's computer system. By using or accessing the computer system, the user agrees to abide by this policy.

The director is responsible for establishing Technology Use Guidelines, for the Regional School Board's approval, containing the appropriate uses, ethics and protocol protocols for use of the computer system. It is the user's responsibility to know and follow this policy and the Technology Use Guidelines.

The Guidelines shall include:

1. a prohibition against use of the school's computer equipment and communications services for sending, receiving, viewing or downloading illegal material via the internet;
2. provisions, including the selection and operation of a technology protection measure for the school's computers having internet access to filter or block internet access through such computers, that seek to prevent access to:
  - a. child pornography as set out in Va. Code § 18.2-374.1:1 or as defined in 18 U.S.C. § 2256;
  - b. obscenity as defined by Va. Code § 18.2-372 or 18 U.S.C. § 1460; and
  - c. material that the school deems to be harmful to juveniles as defined in Va. Code § 18.2-390, material that is harmful to minors as defined in 47 U.S.C. § 254(h)(7)(G), and material that is otherwise inappropriate for minors;
3. provisions establishing that the technology protection measure is enforced during any use of the school's computers;

4. provisions establishing that all usage of the computer system may be monitored;
5. provisions designed to educate students and employees about appropriate online behavior, including interacting with students and other individuals on social networking websites, blogs, in chat rooms, and cyberbullying awareness and response;
6. provisions designed to prevent unauthorized online access by minors, including “hacking” and other unlawful online activities;
7. provisions requiring every user to protect the security of information necessary to access the computer system, such as usernames and passwords, and prohibiting the sharing of passwords;
8. provisions prohibiting the unauthorized disclosure, use, and dissemination of photographs and/or personal information of or regarding minors; and
9. a component of internet safety for students that is integrated in the school’s instructional program.

Use of the school’s computer system shall be consistent with the educational or instructional mission or administrative function of the school as well as the varied instructional needs, learning styles, abilities and developmental levels of students.

The school’s computer system is not a public forum.

Users of the school’s computer system have no expectation of privacy for use of the school’s resources or electronic devices including non-school owned devices while connected to school networks or computer resources.

Software and/or services may not be installed or downloaded on the school’s computer system without the prior approval of the director or director’s designee.

Each user of the school’s computer system and a parent/guardian of each student user shall sign the Acceptable Computer System Use Agreement, 3045-F1, before using the school’s computer system. The failure of any user to follow the terms of the Agreement, this policy or the Technology Use Guidelines may result in loss of computer system privileges, disciplinary action, and/or appropriate legal action.

The regional school board is not responsible for any information that may be lost, damaged or unavailable when using the computer system or for any information retrieved via the internet. Furthermore, the regional school board will not be responsible for any unauthorized charges or fees resulting from access to the computer system.

The regional school board will review, amend if necessary, and approve this policy every two years.

Adopted: April 18, 2019

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Legal Refs: 18 U.S.C. §§ 1460, 2256.  
47 U.S.C. § 254.

Code of Virginia, 1950, as amended, §§ 18.2-372, 18.2-374.1:1, 18.2-390, 22.1-70.2 and 22.1-78.

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| Cross Refs: | Pol 5020      | Professional Staff Discipline                  |
|             | Pol 8002      | Student Conduct                                |
|             | Pol 8002.1    | Standards of Student Conduct                   |
|             | Pol 5011/8000 | Prohibition Against Harassment and Retaliation |