

**Buckley Country Day School**  
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**Internet Policy**

September 2001

Dear Parents and Students,

Buckley Country Day School is committed to optimizing student learning and teaching by providing access to the Internet for all students. We believe the Internet offers valuable resources to both students and teachers. Our goal in providing this service is to promote communication, research, and creativity.

The Internet provides access to information from around the world. This “super highway” provides access to:

1. electronic mail communication
2. information and news from universities, government sites, museums, and schools including the Smithsonian Institute, NASA and the Whitehouse
3. newsgroups on a variety of topics including science, history, math and literature
4. access to ERIC and the Library of Congress
5. public domain software and shareware
6. BCDS Library and our paid online databases.

With access to information from all over the world also comes the availability of material that may not be appropriate for use in the school setting. Buckley Country Day School has taken precautions to restrict access to controversial materials.

In order for a student to use the Buckley Country Day School Internet connection they **must** read the acceptable use policy and **sign** the contract. The contract must also be **signed by a parent or guardian**. Only students with this signed contract on file will be allowed to utilize the Internet connection provided through the school. Students must understand and practice proper and ethical use of this learning tool.

**Internet Acceptable Use Policy**

The primary purpose of the Internet connection is educational. It is essential that everyone who uses this connection understand that purpose.

Students may use the Internet in a supervised environment only.

All users are expected to abide by the generally accepted rules of network etiquette. These include the following:

1. Be polite. Do not get abusive in your messages to others.
2. Use appropriate language.
3. Under no circumstances should any student reveal their name, personal address, phone number, or those of any other student or staff.

Users will not participate in the transfer of inappropriate materials or illegal software. All users should be aware that software piracy is a federal offense. Please respect copyright laws. Students are expected to use Buckley's style manual the "Guidelines for Citing Sources" to properly cite any information (i.e., pictures or text copied, in whole or in part) taken from the Internet.

E-mail will be sent as a class by the teacher who will preview all material. Students will not have personal E-mail accounts.

**America Online accounts should only be accessed at home. Checking personal e-mail and instant messaging is forbidden at Buckley. If you need to download a file for school use, you must request the assistance of the computer teacher or the librarian.**

Students must always get permission from a teacher before using the Internet.

Buckley Country Day School reserves the right to examine all data stored in the machines involved in the Internet link to make sure that all users are in compliance with these regulations.

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### **Internet Agreement Contract**

Student Name: \_\_\_\_\_

Teacher: \_\_\_\_\_

I understand that when I am using the Internet I must adhere to all rules of courtesy, etiquette and laws regarding access and copying of information as prescribed by either Federal, State or local law and Buckley Country Day School.

I understand that the use of the Internet is a privilege, not a right. I accept that inappropriate behavior may lead to penalties including disciplinary action and loss of these privileges.

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

### **PARENT OR GUARDIAN**

As the parent or guardian of this student, I have read the Internet Consent Agreement. I understand that this access is designed for educational purposes and that Buckley has taken available precautions to eliminate controversial material. However, I also recognize that it is impossible for Buckley to restrict access to all controversial materials and I will not hold them responsible for materials acquired on the Internet. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give permission for my child to use the Internet for educational use.

Parent or Guardian's Name (please print): \_\_\_\_\_

Parent or Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_