

**STUDENT COMPUTER, NETWORK AND INTERNET USE****PHILOSOPHY**

It is the Merrimack School District's responsibility to provide students with access to as many resources as possible to facilitate the pursuit of academic excellence and to provide the skills necessary for lifelong learning.

**CAUTIONS TO USERS**

1. Merrimack school computers and network are property of the Merrimack School District. All users should be aware that information contained on them and/or transmitted through them may be considered public record and may be made accessible to others. School District computers should be used appropriately for educational and professional purposes. Users should be aware that Internet web site addresses visited will be retained in electronic logs for 30 days. These logs are kept in order to monitor the status of the network and to gather information about Internet use so that appropriate disciplinary or educational decisions can be made.
2. The Merrimack School District is not responsible for any loss of data due to circumstances beyond its control or from the user's errors or omissions.
3. The Internet is a global web of computer networks, not governed by any entity, without inherent limits or checks on the kind of information maintained by or available to users. The Merrimack School District does not guarantee the accuracy or take responsibility for the quality of information obtained from the Internet.
4. The use of the School District's network and Internet connection is a privilege, not a right. Inappropriate use may result in the cancellation of those privileges. District administrators or their designees shall make all decisions regarding whether or not a user has violated these guidelines and may deny, revoke, or suspend access at any time.
5. All text, graphics and software are protected by copyright unless specifically stated otherwise.
6. The Merrimack School District regulates student Internet use in compliance with the Children's Internet Protection Act. [Public Law 106-554: Children's Internet Protection Act (CIPA) and the Neighborhood Children's Internet Protection Act (NCIPA).]
7. Students shall not use personal electronic devices to access the network without permission from the building administrator or his/her designee.

**PURPOSE FOR USING THE INTERNET**

The Merrimack School District encourages **students** to utilize the Internet for a variety of educational purposes, such as:

1. Facilitating research and data collection.
2. Enhancing skills in all subject areas.
3. Sharing information, experiences, and viewpoints with people in other geographic areas.

**STUDENT COMPUTER, NETWORK AND INTERNET USE  
(continued)**

**RESPONSIBILITIES OF USERS**

**Students** shall accept the following responsibilities when using the School District's network, computers and the Internet:

1. Comply with copyright laws and "fair-use" guidelines.
2. Adhere to the rules and policies of the school and the Merrimack School District, including the **Code of Conduct**.
3. Comply with all rules set forth in this policy and by their classroom teacher(s) and/or administrators.

**CODE OF CONDUCT**

**Student** users

1. Shall be authorized by staff in charge of the computer prior to using the Internet.
2. Shall not access or send personal email or web mail on school district computers unless authorized to do so
3. Shall not misrepresent his/her true identity.
4. Shall not repost someone else's communication without that person's prior consent.
5. Shall not download or upload software unless authorized to do so.
6. Shall not install or delete any software unless authorized to do so.
7. Shall not create and/or install computer viruses or other malicious programs designed to interfere with the proper and efficient operation of the computer.
8. Shall not use hacking/cracking tools.
9. Shall not, unless authorized to do so by staff or building administrators,
  - a) subscribe to listservs
  - b) create a Web Page
  - c) participate in Internet relay chats and/or instant messaging
  - d) play games
10. Shall not intentionally upload, download, forward, or view
  - a) hate mail
  - b) chain letters
  - c) harassing or libelous statements
  - d) discriminatory remarks
  - e) pornographic materials
  - f) violent materials
  - g) other inappropriate materials

**STUDENT COMPUTER, NETWORK AND INTERNET USE  
(continued)**

11. Shall not use the School District's network, computers and the Internet for
  - a) making purchases
  - b) financial gain
  - c) personal and/or private business
  - d) commercial endorsements
  - e) advertising (except for school sanctioned activities or events)
  - f) political lobbying (the endorsement by way of a positive or negative statement regarding a person, political party, or ballot issue at a local, state, or national level)
12. Shall not share passwords or use someone else's password.
13. Shall not trespass in other's folders, work or files.
14. Shall not adversely affect the ability of others to use equipment or services.

**ETIQUETTE**

Users are expected to abide by accepted rules of network etiquette. These include, but are not limited to, the following:

1. BE POLITE - Do not send abusive, disrespectful, or discriminatory messages to anyone.
2. USE APPROPRIATE LANGUAGE - Do not swear, use vulgarities, or any other form of inappropriate language at any time.
3. RESPECT PRIVACY - Do not give out any personal information about yourself or any other individual
4. BE RESPONSIBLE - Report inappropriate behavior to someone in authority.

**CONSEQUENCES**

Failure to use School District computers, network and/or the Internet in a responsible manner will result in appropriate consequences consistent with the current disciplinary guidelines of the Merrimack School District.

**Legal Reference:**

RSA 194:3-d, School District Computer Networks  
Pub. L. No. 106-554, Children's Internet Protection Act

1<sup>st</sup> Reading: August 18, 2008  
2<sup>nd</sup> Review: September 2, 2008  
Adoption: October 20, 2008