

ADMINISTRATIVE
REGULATION

TURKEYFOOT VALLEY
AREA SCHOOL DISTRICT

ACCEPTABLE USE OF INTERNET

Signature Form

No one may use the District Internet system without a properly signed Signature Form on file within the respective building office. The signed form for each employee-user is valid for the duration of the employee's employment in the district. The signed form indicates that the user (and parent if user is a student) has read, understands, and agrees to abide by the district policy for Acceptable Use of Internet.

Consequences of Misuse

If the daily usage report indicates a pattern of blocked sites which may be indicative of a violation of the district Internet policy, the District will take the following steps:

1. Document the nature and extent of the blocked sites in the report.
2. Bring the report to the attention of the administrator (who is responsible for that Internet access point) for the purpose of determining if a policy violation has occurred.
3. Inform the user regarding the nature of any violation.
4. Revoke, through the respective administrator's office, the privilege of Internet use on District technology equipment for that user.
5. Report the violation to the appropriate legal authorities (if the violation involves a potential legal offense).
6. Seek remuneration for losses incurred by the District.

Community Accounts

In situations where a number of people are using one Internet connection as a group or "community" of users, the following shall apply:

1. The community connection is to be made only by an authorized group member using the community account number (account numbers are not to be given out).
2. Each user is responsible individually for proper behavior on the Internet.
3. Each user must sign the user logbook at that connection site prior to using the Internet.