



BAIRD INDEPENDENT SCHOOL DISTRICT DEPARTMENT OF TECHNOLOGY

We are pleased to offer students of the Baird Public School access to the district computer network and the Internet. To gain access to the Internet and Network, all students must obtain parental permission and have a current student agreement form on file with the Baird Technology Department. This form is attached to this policy and should be returned to the school with the student's registration packet.

Access to the Internet will enable students to explore thousands of libraries, databases, museums, and other resources. Families should be warned that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate or potentially offensive. While it is impossible to block all inappropriate materials, Baird ISD subscribes to a filtering service to reduce the likelihood of this occurring. Our intent is to make the

Internet access available to further educational goals and objectives, and we believe that the benefits students can ultimately receive from access to the Internet in the form of information and resources exceed any disadvantages.

Ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and informational sources.

To that end, the Baird Independent School District supports and respects each family's right to decide whether or not to apply for access.



BAIRD ISD

www.bairdisd.net

Superintendent
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High School Principal
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High School Counselor:
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Students are responsible for appropriate behavior on the school's computer network just as they are in the classroom or on a school playground. General school rules for behavior and communications apply. It is expected that users will comply with district standards and the specific rules set forth in this Internet and Computer Network Policy as well as in the Student Handbook and Student Code of Conduct. The use of the network is a privilege, not a right, and may be revoked if abused. The user is personally responsible for his/her actions in accessing and utilizing the school's computer resources.

Network storage area may be treated as school lockers. Network administrators at any time may review files and storage to maintain system integrity to insure that students are using the system responsibly.

Users should not expect that files stored on district servers will always be private.

Portable storage devices including floppy disks, CD/DVD-ROMs, and/or USB storage devices are not permitted to be used by the students unless they have been issued by Baird ISD. These devices can, do and have threatened the security of our systems by bringing potentially harmful viruses into our network. If issued by Baird ISD, these devices cannot be taken home or used on other unsecured computers not can students bring their own devices (i.e. floppy disks, CDs, DVDs, flash or jump drives, etc.) from home to be used on our systems. The Technology Department is currently working on solutions that will allow these devices to be checked for viruses prior to being used on Baird ISD machines. This will be especially important for students working on research papers, multimedia projects, web pages, etc. We will continue to seek ways to accommodate the students and at the same time maintain the security of our network.



Students should never download or install any commercial software, shareware or freeware onto network drives or hard drives. Students should never bring downloaded materials or software on media devices (CDs, DVDs, USB devices) to install on school computers.

Users shall not erase, rename or make changes to any other staff member's or student's files or programs. This includes, but not limited to screensavers, backdrop settings, icons and desktop settings.

If you are assigned an individual account or password, you are responsible for not sharing that account or password. Users shall not authorize anyone else to use their name, login, password or files for any reason.












Materials should not be accessed, displayed, or included in projects which are not in line with the rules of school behavior. Should students encounter such material by accident, they should report it to their teacher immediately.

Students will not be provided district email accounts, and it is strictly prohibited for students to check personal email accounts on school computers. The only exception to these rules will be

students taking distant learning classes and are required by the sending institution to communicate via email. Distance Learning students will be assigned an approved email account by the Technology Director and will only be allowed to check his/her email with supervision by the DL Facilitator. Instant Messaging is also strictly prohibited.

Class Projects that might include distribution of student photos such as on a CD or DVD will seek parental permission on a class by class basis before beginning the project. These projects have proven to be very beneficial and fun in the past. We hope to continue these types of projects in the future. We will always request permission to include your child's pictures on CD/DVDs to his/her class. Students taking higher level computer courses, such as Multi-Media and Web Mastering may include photos of Baird students and activities in their course work and projects as long as the finished project is not published on the Internet.

Students who violate the terms of this policy will lose their computer privileges at school, as well as incur consequences under the school's Student Code of Conduct.

-  **DO NOT USE A COMPUTER TO HARM OTHER PEOPLE AT THEIR WORK.**
-  **DO NOT DAMAGE THE COMPUTER OR NETWORK IN ANY WAY.**
-  **DO NOT INTERFERE WITH THE OPERATION OF THE NETWORK BY INSTALLING ILLEGAL SOFTWARE, SHAREWARE, SPYWARE, ADWARE, MALWARE OR FREWARE.**
-  **DO NOT VIOLATE COPYRIGHT LAWS.**
-  **DO NOT CHECK PERSONAL EMAIL ACCOUNTS ON SCHOOL COMPUTERS.**
-  **DO NOT USE INSTANT MESSENGER ON SCHOOL COMPUTERS.**
-  **DO NOT SHARE YOUR PASSWORD WITH ANOTHER PERSON.**
-  **DO NOT WASTE LIMITED RESOURCES, SUCH AS DISK SPACE OR PRINTING SUPPLIES.**
-  **DO NOT TRESPASS IN OTHER'S FOLDERS, WORK OR FILES.**
-  **DO NOTIFY AN ADULT IMMEDIATELY, IF BY ACCIDENT, YOU ENCOUNTER MATERIALS WHICH VIOLATE THE RULES OF APPROPRIATE USE.**
-  **BE PREPARED TO BE HELD ACCOUNTABLE FOR YOUR ACTIONS AND FOR THE LOSS OF PRIVILEGES IF THE RULES OR APPROPRIATE USE ARE VIOLATED.**

This policy was adopted by the Baird ISD Board of Trustees on July 13, 2009.

**BAIRD ISD STUDENT INTERNET AND COMPUTER NETWORK ACCEPTABLE
USE POLICY AGREEMENT FORM**

As a user of the Baird Independent School District computer network, I hereby agree to comply with the attached stated rules for using the Internet, networked and stand alone computers and other district technology equipment.

Student Signature _____ Date _____

As the parent or legal guardian of the minor student signing above, I grant permission for the aforesaid student to use district computers and other technology equipment, and access networked computer services such as electronic mail and the Internet. I also agree that the duration of this document and my signatures are valid throughout the 2007-2008 school year. The district reserves the right to update the permission form as needed and request new approval from all users, parents and guardians at that time.

Parent/Guardian Signature _____ Date _____

Webpage Release: By parental/guardian signature below, I grant permission for the inclusion of original works, voice, photos, or video or the aforesaid student.

Parent/Guardian Signature _____ Date _____

Name of Student _____

Student Date of Birth: _____

Student Social Security Number (last 4 digits): _____

Baird Independent School District Grade _____