# Halfway Elementary School
## Student Internet Use Policy

We are pleased to offer students of Halfway R-III Schools access to the district computer network for Internet research and other approved applications.   All students in grades 6-12 may use Google Apps for Education (GAFE). Google Apps for Education is a set of programs that can include email (Gmail), shared collaboration pages, spreadsheets, presentation software, a calendar and a learning management system that is similar to Blackboard or another program that students typically see in college. It runs on an Internet domain purchased and owned by the Halfway R-III School District and is intended for **educational use only**. Your student's teachers may be periodically using Google Apps for lessons, assignments, and group communication.   **IMPORTANT:  Collaboration and communication will be restricted to accounts within the HALFWAYSCHOOLS.ORG portal only.  Students will not be able to send or receive communication or documents from outside this password protected portal.**

### Privacy and Safety

Halfway R-III uses software in its electronic information systems that allows monitoring by authorized personnel and that creates and stores copies of any messages, files, or other information that is entered into, received by, sent, or viewed on such systems. There is no expectation of privacy in any information or activity conducted, sent, performed, or viewed on or with school equipment or Internet access. Accordingly, students should assume that whatever they do, type, enter, send, receive, and view on school electronic information systems is electronically stored and subject to inspection, monitoring, evaluation, and District use at any time.

We are diligent in protecting students from harmful material by utilizing powerful content filters as required by law for a school district; however, we cannot assure that users will not be exposed to unsolicited information.

Access to the network and Google Apps for Education is considered a privilege accorded at the discretion of the District. The District maintains the right to immediately withdraw the access and use of these programs when there is reason to believe that violations of law or District policies have occurred. In such cases, the alleged violation will be referred to the Principal for further investigation and account restoration, suspension, or termination. As a part of the Agreement with Google, the school also reserves the right to immediately suspend any user account suspected of inappropriate use.  Pending review, a user email account may be terminated as part of such action.

### Acceptable Use

**Google Apps for Education is for educational use only.** The components of Google Apps for Education are to be used for assignments, projects, etc. as directed by school staff.   Some of the Google Apps for Education functions are also accessible at home, the library, or anywhere with Internet access. Again email will be limited to sending to and receiving from halfwayschools.org email accounts.  School staff will monitor student use of Apps when students are at school. Parents are responsible for monitoring their child's use of Google Apps when accessing programs from home. Students will be held responsible for their own behavior on GAFE **at all times** regardless of where/when they access the district owned and operated account.

### Usage Restrictions:
- Personal use
- Unlawful activities
- Commercial purposes (running a business or trying to make money)
- Personal financial gain (running a web site to sell things)
- Public forum
- Inappropriate sexual or other offensive content
- Threatening or bullying another person in any way
- Misrepresentation of Halfway R-III Public Schools, staff or students.
- Personal entertainment use

**Note:** Students have First Amendment rights to free speech.  This right, however, has boundaries in a school environment.   If you post something that disturbs the learning environment in your school, your right of speech may be limited.

**Abuse Conduct/Misuse of Network:**

Use of computer networks and Internet access may be revoked for abusive conduct.  Such conduct would include, but not be limited to the following:

1. ***Using unauthorized equipment to access the Halfway R-III network including personal laptops, smartphones, etc.
2. ***Circumventing school content filters through the use of proxies, anonymizing websites, VPNs, or other technologies.
3. ***Attempting to access the Halfway R-III School Information System for any reason
4. Altering or damaging computers, computer peripherals, computer networks, software or electronic resources.
5. Gaining unauthorized access to electronic resources, software or networks
6. Attempting to log on to the school wireless network access, currently available only to staff and those authorized by school administration.
7. Using or attempting to use an account and/or files owned by another user
8. Plagiarizing or violating copyright restrictions
9. Violating software license agreements
10. Vandalizing the data of another user through deliberate use of computer viruses or other means
11. Using or accessing vulgar, obscene or inappropriate language or images
12. Invading the privacy of others
13. Posting anonymous messages
14. Placing or retrieving unlawful information on or through the computer network or stand-alone
15. Harassing or bullying another individuals
16. Using the network to send/receive messages that are racist, sexist
17. Using the network to send/receive inflammatory, hateful or bullying messages
18. Using the network for financial gain, commercial or illegal activity
19. Using any file attached via network without checking for viruses
20. Using the computers or Internet service for personal business

**Responsible Users:**

Shall NOT use impolite or abusive language
Shall NOT violate the rules of common sense and etiquette
Shall NOT change or access the computer files of others
Shall NOT participate in a live online chat group or unauthorized social media outlets.
Should ALWAYS backup critical data to their provided school network drive.
Should NEVER give their passwords to other students nor any other persons.
Should ALWAYS log off any computer or device when finished working.
Shall NEVER post personal contact information about themselves or others, including last names, addresses, or phone numbers.