

# Hawaii State Department of Education

## Student Internet Use Guidelines Relating to Use of School Computers, Networks and Internet Services

### Introduction

The Hawaii State Department of Education (HIDOE) allows the use of the Internet and Web 2.0 applications or tools to improve instruction and student outcomes within the following guidelines.

### Purpose

According to the Merriam-Webster dictionary, the Internet is “an electronic communications network that connects computer networks and organizational computer facilities around the world.” Web 2.0 is a general term used to describe and define a web application that facilitates participation, sharing, and collaboration on the world wide web. Some examples of Web 2.0 include but are not limited to social networking sites, blogs, wikis, video/photo sharing, and other interactive and collaborative sites.

The purpose of the Internet and Web 2.0 applications and tools in an educational setting is to enhance instructional strategies and outcomes for students. Should they choose to use such tools to create web-based sites and pages, students are responsible for maintaining and updating their sites to ensure the information provided is current and accurate.

### Use of the Internet is a Privilege, not a Right

Student use of the school unit's computers, networks and Internet services is a privilege, not a right. Unacceptable use/activity, or any other noncompliance with these guidelines, is considered a “Class B” offense under the Hawaii Administrative Rules (Title 8: Department of Education, Chapter 19: Student Misconduct) and may result in suspension or cancellation of privileges as well as additional disciplinary and/or legal action. The principal shall have final authority to decide whether a student's privileges will be denied or revoked.

Chapter 19, and other applicable HIDOE rules and school rules shall apply when students access the Internet. Internet use and access shall be for school and/or educational purposes. Student contributions to sites are representative of the Hawaii State Department of Education, and therefore, all information provided is expected to meet professional standards for communication and model Common Core State Standards and Hawaii Content and Performance Standards for English Language Arts and other content areas as appropriate. Content shall be limited to information that is appropriate to the educational mission of HIDOE.

#### **1. Appropriate and Ethical Use**

- a. **Separate Accounts.** Personal Web 2.0 user accounts shall not be used for instructional or school purposes. Students shall use separate accounts for school purposes and maintain the privacy and security of individual user names and passwords. Misrepresenting oneself as another user or sharing user names and passwords is unacceptable.
- b. **All interactions shall be purposeful and appropriate.** Use should be consistent with guiding ethical statements and accepted community standards. Due to the broad scope of information provided on the data networks and the lack of censorship, each user must self-regulate access to acceptable materials and communications.

Users shall **not**:

- i. Reveal his/her full name, home address or telephone number on the Internet without prior permission from a supervising teacher. Students are not to meet people they have contacted through the Internet without parental permission. Students are to inform their supervising teacher if they access information or messages that are dangerous, inappropriate or make them uncomfortable in any way.
- ii. Harass other users by sending annoying, obscene, libelous, or threatening messages. Users shall report any conduct that they feel can be defined as harassment to their teacher or school administrator immediately.
- iii. Use the access for illegal, unethical, or obscene purposes. Users shall respect copyright laws and licensing agreements pertaining to material entered into and obtained via the system.
- iv. Use the access for "for-profit" or commercial business activities. HIDOE assumes no responsibility for any unauthorized charges made by students including but not limited to credit card charges, long distance telephone charges, equipment and line costs, or for any illegal use of its computers such as copyright violations.
- v. Access Web 2.0 sites that are not in direct support of lesson activities.
- vi. Intentionally develop programs or engage in activities that disrupt other users or infiltrate computer or network security. Users shall respect and protect the integrity of computing systems.

## **2. No Expectation of Privacy**

HIDOE retains control, custody and supervision of all computers, networks and Internet services owned or leased by HIDOE. HIDOE reserves the right to monitor all computer and Internet activity by students. Students shall have no expectation of privacy in their use of school computers, including e-mail and/or stored files.

All Hawaii Department of Education Internet users are responsible for adhering to the Acceptable User Guidelines - Department of Education Network and Internet Servers. The guidelines can be accessed at:

<http://www.hawaiipublicschools.org/BeyondTheClassroom/SafeSchools/AntiBullyingWork/Pages/Internet-and-computer-use-rules.aspx>

Any student user who does not comply with HIDOE's Acceptable User Guidelines (commonly referred to as AUP) will lose access privileges for a period of time that the Principal deems appropriate. Repeated offenses or severe infractions of the AUP may result in the termination of computer privileges. Additionally, student infractions may also result in appropriate disciplinary action in accordance with Hawaii Administrative Rules, Title 8: Department of Education, Chapter 19: Student Misconduct, in addition to suspension or termination of access privileges. Unauthorized use of the network, intentional deletion or damage to files and data belonging to other users, or copyright violations may be termed as theft as defined under Chapter 19, and/or the Hawaii Revised Statutes.

**Hawaii State Department of Education**

Student Internet Use Agreement Relating to Use of School Computers, Networks and Internet Services

**STUDENT USER**

I understand and will abide by the above Student Internet Use Guidelines. I acknowledge that I, as a student, shall have no expectation of privacy with my use of school computers, networks and Internet Services. I further understand that any violation of the regulations listed above is unethical and in some instances may constitute a criminal offense. If I commit any violation, my access privileges may be revoked, and if school behavior codes are involved or laws broken, school disciplinary and/or appropriate legal action may be taken.

User Signature \_\_\_\_\_ Date \_\_\_\_\_

**PARENT OR GUARDIAN**

As the parent or guardian of \_\_\_\_\_, I have read the Student Internet Use Guidelines. I understand that this access is designed for educational purposes only and that the Hawaii State Department of Education (HIDOE) will monitor use of the Internet. However, I also recognize that it is impossible for HIDOE to restrict access to all controversial materials, and I will not hold HIDOE responsible for materials acquired on the network either at home or at school. I acknowledge that my child, as a student, shall have no expectation of privacy with use of school computers, networks and Internet Services. I accept full responsibility for any illegal or unethical acts that my child should commit on the Internet and for my child's compliance with the Terms of Use. I hereby give permission for my child to use the Internet for educational purposes.

Parent or Guardian Name (Print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_