

## **COMPUTER NETWORK AND INTERNET ACCEPTABLE USE** **FOR STUDENTS AND STAFF**

**Philosophy:** It is the philosophy of the Great Neck Public Schools that the integration of technology with the curriculum is an essential part of instruction. At the same time, there is an inherent responsibility on the part of users to conduct themselves in an appropriate and considerate manner

3. Users can submit Web site addresses that they believe are incorrectly filtered to their school's computer specialist for review.
4. Valid requests will be forwarded to the Office of Instructional Technology for resolution.
5. If a request is denied, alternatives will be discussed with the requestor and, if necessary, school library/technology staff will be consulted.
6. Uncategorized sites will be allowed by default on the staff filter but will be blocked by default on student filters until they are categorized through the usual process or submitted for review.

**Personal Security Issues:** Users should exercise discretion when sending or receiving electronic information since there is no guarantee of privacy. Online communications between staff and students pose unique learning op



14. Users may not download or upload files unless it is for education-related reasons; elementary and middle school students must have authorization from a designated staff member.
15. The use of the District network to purchase items or services for professional use, without appropriate supporting documentation, is prohibited. Personal purchases are permitted from 3 PM to 8 AM provided that such use does not interfere with a professional assignment, compromise network security or is in conflict with the educational philosophy of the Great Neck Public Schools.
16. Users may not attempt to gain unauthorized access to other user accounts, hack into computer systems, breach security passwords or circumvent our filter.
17. Staff members may use personal laptops or other electronic devices brought in from home to connect wirelessly to the district network only if a secure, wireless Virtual Local Area Network (VLAN) has been established in that school. Staff members using personal laptops or other electronic devices in this manner must sign a "Wireless VLAN Authorization Form" (4526-E), agree to the terms, conditions, responsibilities, and liabilities for such use, and abide by this and other district policies as well as applicable local, state and federal laws.
18. Adult visitors invited to the Great Neck Public Schools to conduct business, take adult education courses, or participate in evening, technology-based school events may use district equipment with guest network privileges. Requests for exceptions to this rule will be

**Consequences of Violations:**