CIS Academy

Student Internet & Media Acceptable Use Policy

The internet, an electronic highway connecting thousands of computers, computer networks, and individual subscribers around the world, offers information and resources previously unavailable to our schools.

**GOALS FOR USING THE INTERNET**

* To support CIS Academy County Performance Standards and the Common Core Curriculum and Essential Standards
* To enhance learning opportunities by focusing on information retrieval, searching strategies, research skills, and critical thinking
* To promote lifelong learners

**ACCESS INCLUDES:**

* Information, news, and resources from businesses, libraries, educational institutions, government agencies, research institutions and a variety of other sources
* Telecommunications with individuals and groups from around the world
* Blogs and Podcasting
* Public domain software and shareware software
* E-mail for students

Because the Internet provides access to computer systems located all over the world, users (and parents of users under 18) must understand that CIS Academy or any other online service cannot control the content of information available. Some of the information is controversial and sometimes offensive. However, we believe the valuable information and interaction accessible on this worldwide network outweigh the possibility that users may find inappropriate material. CIS Academy does not condone the use of such materials and takes reasonable precautions to monitor access to this material. School employees, students, and parents must be aware that access to the Internet will be withdrawn from users who do not respect the rights of others or who do not follow the rules and regulations established by CIS Academy.

**RULES AND REGULATIONS FOR INTERNET ACCESS**

1. **Acceptable Use:** The Internet is to be used in a responsible ethical and legal manner and must be in support of the educational objectives and the student behavior guidelines of CIS Academy. Transmission of any material in violation of any federal or state regulation is prohibited. Unacceptable uses include, but are not limited to, the following:
* Violating copyright laws
* Reposting (forwarding) personal communication without the author’s prior consent
* Using threatening or obscene material
* Distributing material protected by a trade secret
* Utilizing the online service for commercial purpose
* Providing political or campaign information
1. **Netiquette Rules:** Users must abide by network rules. These rules include, but are not limited to, the following:
	* Be polite- rudeness is never acceptable
	* Use appropriate language- do not swear or use any other abusive or inappropriate language
	* Do not reveal your personal address or phone number or those of anyone else
	* Do not disrupt the use of the network
	* Assume that all communication and information accessible via the network is private property
2. **Privileges:** The use of the Internet through an online service is a privilege, not a right. Inappropriate use will result in limitation or cancellation of user privileges.
3. **Disclaimer:** CIS Academy and the contracted Internet Service Provider (ISP) will not be responsible for any damages suffered including loss of data resulting from delays, non-deliveries, service interruptions, or inaccurate information. The user accepts personal responsibility for any information obtained via the Internet or electronic mail.
4. **Security:** Attempts to login to the system as another user or to share a password will result in cancellation of user privileges. If you identify a security problem, you must notify an administrator at your school. Do not demonstrate the problem to other users. Note that electronic mail is not guaranteed to be private; system operators have access to all mail: Messages relating to or in support of illegal activities may be reported to authorities.
5. **Vandalism:** Vandalism will result in cancellation of all user privileges. Vandalism is defined as any malicious attempt to harm or destroy equipment and/or data of anyone connected to the Internet. This includes, but is not limited to, uploading, creating, or transmitting computer viruses.

**RULES REGARDING FAIR USE GUIDELINES FOR MULTIMEDIA**

Students may use portions of lawfully acquired copyrighted works in their academic multimedia projects with proper credits and citations. They may also retain them in personal portfolios as examples of their academic work.

**TEXT**

* Up to 10% or 1000 words of copyrighted material (whichever is less)
* Poems
	+ Entire poem if less than 250 words
	+ 250 words or less if longer poems
	+ No more than 5 poems (or excerpts)of different poems from an anthology
	+ Only 3 poems (or excerpts) per poet

**MOTION MEDIA**

* Up to 10% of a copyrighted work or 3 minutes (whichever is less)
* Clip cannot be altered in any way

**ILLUSTRATIONS**

* A photograph or illustration may be used in its entirely
* No more than 5 images of an artist’s or photographers work
* When using a collection, no more than 10% or 15 images, whichever is less

**MUSIC**

* Up to 10% of a copyrighted musical composition, but no more than 30 seconds
* Up to 10% of a body or sound recording, but no more than 30 seconds
* Any alterations cannot change the basic melody or the fundamental charter of the work

**COPYING AND DISTRIBUTION LIMITATIONS**

* Do not post multimedia projects on an unsecured web site
* No more than 2 copies of the original can be made
* If more than one person has created the multimedia presentation, each principal creator may retain only one copy

**ALTERATION LIMITATIONS**

* Multimedia selections falling in the above guidelines may be altered to support a specific instructional objective
* Notation of alteration should be documented within the presentation itself

**MULTIMEDIA PRESENTATION CITATIONS**

* Educators and students must credit sources, giving full bibliographic information when available
* Educators and students must display the copyright notice and copyright ownership information if it is shown in the original source
* Copyright information for images may be shown in a separate bibliographic section unless the presentation is being used for distance learning

**PERMISSION REQUIREMENTS**

* For multimedia projects used for non-educational or commercial purposes
* For duplication or distribution of multimedia projects beyond limitations outlined above

***CIS Academy is in compliance with the Children’s Internet Protection Act (CIPA) of 2001.***

Communities in Schools of Robeson County

Dr. Danny Stedman

Executive Director

2006 N. Pine St.

Lumberton NC 28358

910-738-1734

**Internet & Media Acceptable Use Policy Agreement**

I have read the Rules and Regulations regarding the Acceptable Use Policy for Internet and Media for CIS Academy and I understand that this access is designed for educational purposes only. I also recognize that it is impossible to restrict access to all inappropriate materials. However, I accept full responsibility for my compliance with the above Rules and Regulations and hereby agree to abide by them and ensure that my child is also in compliance. I further understand that any violation will result in loss of access privileges and the violator will be subject to student behavior guidelines of CIS Academy, and local, state, and federal laws.

Please return this paper to your child’s teacher and keep the Internet and Media Acceptable Use Policy brochure for your records. I hereby grant permission for my child for each of the areas. Please circle

**Yes** **No** I hereby give permission for my son/daughter to have Internet

 access privileges.

**Yes** **No** I hereby give permission for my son/daughter to have electronic

mail privileges for collaboration within the class and any approved

electronic pen-pal programs

**Yes**  **No** I hereby grant permission for my son/daughter’s picture and/or

 video/audio to be taken for use within the school, school

 website, facebook or local newspaper . I understand that no student last

 names will be listed with pictures/video on the internet.

**Yes** **No** I hereby grant permission for my son/daughter’s work samples

 to be posted on CIS Academy’s website. All work submitted

 by students for posting will be listed by first name and/or

 teacher and grade.

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Student Signature Date

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Homeroom Teacher