

Northern Local Elementary Schools
Acceptable Use and Internet Safety Policy for Grades K-5

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If I read these pages carefully, and my mother, father, or guardian signs this form, I may be allowed to use a computer at Northern Local Schools to access the Northern Local Schools Network (including the internet). I also know that if I do not use the computer and network in the right way I may not be allowed to use them again at school. I will read the rules for using the network that are given below and will ask my parent or guardian to explain any I do not understand.

- I will be polite to other people when writing to them (or talking with them) while I am on the network. I will not use curse words or any language that my teacher or parent would not want me to use in my classroom.
- I will never give my name, home address, any personal information about me or my family, or my telephone number to anyone I write or talk with on the network. I know that almost anyone I contact is a stranger to me, and that I don't share personal information with strangers no matter how nice they seem to be.
- I know that my teacher and principal want me to use the network to learn more about subjects I am studying in my classroom. I will not use the network for any other reason. For example, I will not search for a comic book site when I am supposed to be looking for something in science.
- Because the people I write or talk with on the network cannot see me, they will not know what I look like or even how old I am. When I am on the network, I promise never to tell people that I am someone else. I will never send them personal information, such as my picture, name, phone number, or address either by the computer or by using an envelope and stamp.
- I understand that sometimes I may see a site on the Internet that has pictures or words that my teacher or parents would not want me to see. I will not try to find those sites and, if I come across one of them by accident, I will tell an adult and then leave the site as soon as I can. For example, suppose I am searching for a type of animal and find a picture that only adults should see. I will immediately tell an adult. I will not continue to look at the site and will not show it to others around me. I will also not print it out or save the picture.
- I agree that I cannot use the words or pictures I see on an Internet site without giving credit to the person who owns the site. For example I will not copy information from the network and hand it in to my teacher as my own work.
- I will be given a special name that I will use to sign on to the computer. I may also be given or asked to create a password - a special word that only I know. I may have to use this password to sign onto a computer or to use the Internet. I know that I must never tell anyone what that password is. My password should be known by only me. For example, if John asks me to loan him my password because he cannot remember what password he was given, I would not loan my password to him. I know that I should never use someone else's special name to sign on to a computer. I also know that when I am done, I need to sign off of the computer.
- I will not add, delete, or change any files on the computer or network which do not belong to me.
- I understand that everything I do at school on a computer can be tracked.
- The school will provide training to me about things I should and shouldn't do while online including communicating with other individuals on the internet (email, social networking sites, chat and bullying.)

