

## STUDENT ACCEPTABLE USE POLICY AND PARENT OPT-OUT FORM

### Introduction

We are pleased to offer students of the Bellingham Public Schools access to the district computer network resources, electronic mail and the Internet. Parents, please review this document carefully, with your son/daughter. Families have the right to restrict the use of Internet and e-mail by completing this form and returning it to your school. The request for restriction is recorded in the student information system, and the form is kept on file. Any questions or concerns about this permission form or any aspect of the computer network should be referred to your school's library media specialist.

OPT-OUTS remain in effect for the current school year.

*If no documentation is on file, it will be assumed that permission  
for Internet and e-mail usage has been granted.*

### General Network Use

The network is provided for students to conduct research, complete assignments, and communicate with others. Access to network services is given to students who act in a considerate and responsible manner.

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Unacceptable network use includes but is not limited to:

- Sending, storing or displaying offensive messages or pictures;
- Using obscene language;
- Giving personal information, such as complete name, phone number, address or identifiable photo, without permission from teacher and parent or guardian;
- Cyberbullying, hate mail, harassing, insulting or attacking others, discriminatory jokes and remarks;
- Damaging or modifying computers, computer systems or computer networks: downloading, installing and using games, audio files, video files or other applications including shareware or freeware;
- Violating copyright laws;
- Sharing or using others' logons or passwords or other confidential information;
- Trespassing in others' folders, work or files;
- Intentionally wasting limited resources;
- Posting information, sent or stored, online that could endanger others;
- Employing the network for nonacademic, personal, commercial, political purposes, financial gain, or fraud;
- Attaching unauthorized equipment to the district network.

Violations may result in a loss of access (Administrative Policy and Procedures 3200, Student Rights and Responsibilities; Policy 2022, Electronic Resources). Additional disciplinary action may be determined at the school level. When applicable, law enforcement agencies may be involved.

### Parent/Guardian Opt Out:

Check below if you **DO NOT** want your student to have access to one or more of the following:

E-mail systems

Internet

OPT OUTS remain in effect for the current school year.

If no documentation is on file, it will be assumed that permission has been granted for access to the Internet and e-mail usage.

Student Name \_\_\_\_\_ School \_\_\_\_\_ Grade \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please return this form to your school librarian.**