

Internet Policy

Internet access is available to students and teachers at Puget Sound Skills Center. The Internet enables worldwide connection to electronic mail, discussion groups, databases, shareware, software and other informational resources such as libraries and museums. Puget Sound Skills Center provides Internet access to promote educational excellence and engaged learning in the Skills Center's programs by facilitating resource sharing, problem solving, innovation and communication.

Philosophy

◆ Risk

It is impossible to control all materials on the Internet. Sites accessible via the Internet may contain material that is illegal, defamatory, inaccurate or controversial. With global access to computers and people, there is a risk that students may access material that may not be considered to be of educational value in the context of the school setting. Highline School District has taken the following precautions to attempt to restrict access to inappropriate materials:

- USWest supported hardware and software will be used to screen out inappropriate materials at Marine Science facility.
- District supported hardware and software will allow further screening of materials.
- Staff and student training in acceptable use of electronic information systems will be provided.

◆ Users Responsible

Internet users, like traditional library users, are responsible for their actions in accessing available resources. Attempts to log into any account other than your own is strictly prohibited. Students may not access any chat groups via the school's media and must use the Internet only for classroom-related activities. Students at PSSC are expected to model workplace expectations and will be held accountable for their actions while using Internet resources. Just as in the workplace, students will be expected to access only those resources that are directly related to classroom assignments or directly related to instructor-approved activities.

◆ Mandatory Workshop

Instruction regarding Internet usage, responsibility, and conduct is required before Internet access is granted to any student. Instruction will be provided by the instructor and/or the network administrator.

Internet — Terms and Conditions

◆ Acceptable Use

Puget Sound Skills Center's Internet access may be used to improve learning and teaching consistent with the educational mission of the district. Puget Sound Skills Center expects legal, ethical and efficient use of the Internet.

◆ Privilege

Use of the Puget Sound Skills Center Internet access is a privilege, not a right.

Voluntary

Use of the Puget Sound Skills Center Internet access is voluntary on the part of the student or teacher. Teachers are professionally responsible for their students' use of the Internet.

◆ Subject to System Administration

All Puget Sound Skills Center Internet access is subject to system administrator perusal for virus scanning or inappropriate use investigation.

Inappropriate Use

Inappropriate use includes, but is not limited to, intentional uses that violate the law, that are specifically named as violations in this document, that violate the rules enumerated in the Puget Sound Skills Center Student Handbook or any other use that hampers the integrity or security of the District's computer network or any computer networks connected to the Internet.

◆ **Violation of Law**

Transmission of any material in violation of any international, United States or state law is prohibited. This includes, but is not limited to: copyrighted material and threatening, harassing or obscene material. Any violations of the law through the use of the Puget Sound Skills Center Internet access may result in disciplinary action or litigation against the offender by the proper authorities.

◆ **Commercial Use**

Use for commercial, income-generating, "for-profit" activities or product advertisement is prohibited. Sending unsolicited junk e-mail or chain e-mail letters is prohibited.

◆ **Vandalism/Mischief**

Vandalism and mischief while using the Puget Sound Skills Center Internet access is prohibited. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet or any networks that are connected to the Internet. This includes, but is not limited to, the creation or propagation of a computer virus. Any interference with the work of other users, with or without malicious intent, is construed as mischief and is strictly prohibited.

◆ **User Sharing**

Once access has been granted to the Puget Sound Skills Center Internet, the user is responsible for all actions taken while on the Internet. Sharing of Internet access is not permitted.

◆ **Electronic Mail**

Access to student's personal e-mail accounts is strictly prohibited.

◆ **File/Data Violations**

Deletion, examination, copying or modification of files and/or data belonging to other users is prohibited.

◆ **Downloading**

Downloading of any files onto PSSC computers is prohibited without expressed consent of the program instructor(s).

Consequences of Policy Violation(s)

A violation of the provisions of this policy may result in revocation of the user's Internet access privileges and/or e-mail account, regardless of the success or failure of the attempt. In addition, school disciplinary action; including suspension or expulsion, and/or appropriate legal action may be taken.

◆ **Initial Determination**

The school administrators, with the assistance of the teacher, will make the initial determination of any policy violation.

◆ **Minimum Fee for Violation**

Students found to access inappropriate materials or to download files will be charged a per hour fee (minimum of one hour at \$35.00) to remove the materials from the network or the local computers.

◆ **Due Process**

Due process rights in the determination of possible violations and consequences.

◆ **Denial, Revocation or Suspension of Internet Access**

The school administrator, in accordance with the Puget Sound Skills Center disciplinary procedures, may deny, revoke or suspend any Internet access as deemed necessary.

Disclaimer

Puget Sound Skills Center makes no warranties of any kind, whether expressed or implied, for the service it is providing. Puget Sound Skills Center will not be responsible for any damages suffered by users. This includes loss of data resulting in delays, non-deliveries, missed deliveries, or service interruptions caused by a users own negligence, errors or omissions. Puget Sound Skills Center is not responsible for phone/credit card bills or any other charges incurred by users. Use of any information obtained via the Internet is at the user's own risk. Puget Sound Skills Center specifically denies any responsibility for the accuracy or quality of information obtained through its services.

All students must sign a Highline School District Electronic Information Systems User Agreement and an Electronic Media Policy before they may access any computer-related equipment.

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