

Section I: Instructional Goals and Objectives	Knox County Board of Education Policy		
	Internet Safety	Descriptor Term:	Descriptor Code:
			I-222
			11/08
		Reviewed:	Revised:
		5/17	7/17

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The Knox County Schools provides access to the Internet as an instructional resource. The Board understands that staff and students need reasonable access to various information formats and believes it incumbent upon the staff and students to use this privilege in an appropriate and responsible manner. The Knox County Schools Internet Safety and Acceptable Use Policy is intended to prevent unauthorized access and unlawful activities by users online, prevent unauthorized disclosure of or access to sensitive information, and to comply with the Children’s Internet Protection Act (CIPA). This policy applies to all Knox County Schools (KCS) students and employees, as well as volunteers, interns and contractor personnel, whose access to, or use of, Internet and/or e-mail services is provided by the Knox County Schools.

CIPA COMPLIANCE

The Director of Schools will develop and maintain procedures for the appropriate use of the Internet by staff and students. Internet safety measures will include:

- A. Controls for access to inappropriate matter by minors on the Internet and the World Wide Web;
- B. Provide a safe and secure environment for minors when using electronic mail, chat rooms, and other forms of direct electronic communications;
- C. Prevention of unauthorized access, including “hacking” and other unlawful activities online;
- D. Prevent the unauthorized disclosure, use and dissemination of personal information of minors;
- E. Use of technology to block or filter Internet access to material that is obscene or harmful to minors; and
- F. Monitor the online activities of minors.

STUDENT INTERNET SAFETY

Students will receive instruction in the safe and responsible use of the Internet as a part of any instruction using devices that provide access to the Internet. Internet Safety instruction for students will include but not be limited to appropriate online behavior, interaction with others while using social networking websites or chat rooms, and awareness of the impact and consequences of cyber-bullying.

Students must abide by all laws, the Acceptable Use Policy, and all district security policies when using the district network.

EXPECTATIONS AND ACCEPTABLE USE OF INTERNET

The Guidelines for Acceptable Use of Electronic Media (KCS Publication MC-108) apply to all Knox County Schools students and employees as well as volunteers, interns and contractor personnel, whose access to, or use of, Internet and/or e-mail services is provided by or through Knox County Schools.

- A. All users shall act in a responsible, ethical, and lawful manner when using the school district’s Information Technology resources.

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1 B. Users observing any illegal activities shall report these activities to the appropriate school district
2 administrator.

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4 C. Staff members who supervise students, control electronic equipment, or otherwise have occasion
5 to observe student use of said equipment online shall monitor the use of this equipment to assure
6 that it conforms to the mission and goals of the Knox County School District.

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8 • Parents/guardians wishing to deny independent access to electronic media involving district
9 technological resources may do so by returning a signed right of refusal form supplied by the
10 school. This document shall be kept on file as a legal, binding document. (In order to modify or
11 rescind the agreement, the user's parent/guardian must provide the Principal with a written
12 request.)

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14 D. Employees shall sign Acceptable Use of Electronic Media Agreement (KCS Publication MC-107).
15 Even without signature, all users shall follow this policy and report any misuse of the network or
16 Internet to a teacher, supervisor, or other appropriate District personnel.

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18 **UNACCEPTABLE USES OF THE COMPUTER NETWORK OR INTERNET**

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20 The District reserves the right to take immediate action regarding activities on its network that (1) create
21 security and/or safety issues for the District, students, employees, schools, network or computer resources,
22 or (2) other activities as determined by the District as inappropriate. The following are examples of
23 inappropriate activity on the District network:

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25 A. Violating any state, federal, or municipal ordinance, such as: accessing or transmitting
26 pornography of any kind, obscene depictions, harmful materials, materials that encourage others to
27 violate the law, confidential information or copyrighted materials

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29 B. Criminal activities that can be punished under law

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31 C. Selling or purchasing illegal items or substances

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33 D. Causing harm to others or damage to their property, such as:

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35 1. Using profane, abusive language; threatening, harassing, or making damaging or false
36 statements about others or accessing, transmitting, or downloading offensive, harassing, or
37 disparaging materials

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39 2. Deleting, copying, modifying, or forging other users' names, emails, files, or data;
40 impersonating other users, or sending anonymous email;

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42 3. Damaging computer equipment, files, data or the network in any way, including intentionally
43 accessing, transmitting or downloading computer viruses or other harmful files or programs, or
44 disrupting any computer system performance;

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46 4. Using any computer or other electronic device to pursue "hacking", internal or external to the
47 District, or attempting to access information protected by privacy laws;

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1 E. Using the network or Internet for Commercial purposes, such as:

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3 1. Using the network for personal financial gain
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5 2. Using the network for personal advertising, promotion, or
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7 3. Conducting for-profit business activities and/or engaging in non-government related
8 fundraising or public relations activities such as solicitation for religious purposes, lobbying for
9 personal political purposes.

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11 **INTERNET FILTERING**

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13 The District will use technology protection measures on all district networks for all Internet-enabled
14 devices to block or filter the access of material that is obscene, pornographic, and harmful to minors. The
15 District reserves the right to monitor users' online activities and to access, review, copy, and store or
16 delete any electronic communication or files and disclose them to others as it deems necessary. Users
17 should have no expectation of privacy regarding their use of District property, network and/or Internet
18 access or files, including e-mail.

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20 The categories of material considered inappropriate and to which access will be blocked will include, but
21 not be limited to: nudity/pornography; images or descriptions of sexual acts; promotion of violence,
22 illegal use of weapons, drug use, discrimination, or participation in hate groups; instructions for
23 performing criminal acts, and online gambling.

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25 The Director of Schools or the Director's designee will consider requests from users who wish to use a
26 blocked site for bona fide research or other lawful purposes. This permission will be granted for a specific
27 period of time and internet activity will be logged and reported to the District Network Administrator
28 during this period.

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30 **PENALTIES FOR IMPROPER USE**

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32 Any violation of District technology resources or violation of this policy by students may lead to
33 disciplinary and/or legal action including, but not limited to, suspension or expulsion.

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35 Any violation of District technology resources or violation of this policy by staff may lead to reprimand,
36 suspension, dismissal from District employment, or criminal prosecution by government authorities.

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38 **PARENTAL RESOURCES**

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40 Parents and students will be given access to materials to raise awareness of the potential dangers posed by
41 Internet use and manners in which the Internet may be used safely.

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43 Parents of students in the Knox County School District shall also be provided with the following
44 documents:

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46 1. Acceptable Use of Electronic Media Agreement (MC-107)
47 2. Guidelines for Acceptable Use of Electronic Media (MC-108)
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