



ORANGE TOWNSHIP PUBLIC SCHOOLS
451 Lincoln Avenue
Orange, New Jersey 07050
Tel: (973) 677-4015 Fax: (973) 677-0486
Website: <http://www.orange.k12.nj.us>



Gerald Fitzhugh, II, Ed.D.
Superintendent of Schools

Jason Cordes
Information Technology Manager

Orange School District Internet Acceptable Use Agreement

(Please read this document carefully.)



Internet access is available to students and teachers in the Orange School District.

We are very pleased to bring this access to Orange School District and believe the Internet offers vast, diverse, and unique resources to both students and teachers. Our goal in providing this service to teachers and students is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication.

The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. Students and teachers have access to:

- 1) Electronic mail (e-mail) communication with people all over the world.
- 2) Information and news from NASA, for example, as well as the opportunity to correspond with the scientists at NASA and other research institutions
- 3) Public domain software and graphics of all types for school use.
- 4) Discussion groups on a plethora of topics ranging from varied cultures to the environment to music to politics
- 5) Access to many University Library Catalogs, the Library of Congress, and ERIC, a large collection of relevant information to educators and students.
- 6) Graphical access to the World Wide Web, the newest and most exciting access tool on the Internet.

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. Orange School District has taken precautions to restrict access to controversial materials. However, on a global network it is impossible to control all materials and an industrious user may discover controversial information. We (Orange School District) firmly believe that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may procure material that is not consistent with the educational goals of the District.

Internet access is coordinated through a complex association of government agencies, and regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the

end users who must adhere to strict guidelines. These guidelines are provided here so that you are aware of the responsibilities you are about to acquire. In general this requires efficient, ethical and legal utilization of the network resources. If an Orange School District user violates any of these provisions, his or her account will be terminated and future access could possibly be denied.

The signature(s) at the end of this document is (are) legally binding and indicates the party (parties) who signed has (have) read the terms and conditions carefully and understand(s) their significance.

Internet--Terms and Conditions of Use

1) **Acceptable Use** - The purpose of the backbone networks making up the Internet is to support research and education in and among academic institutions by providing access to unique resources and the opportunity for collaborative work. The use of your account must be in support of education and research and consistent with the educational objectives of the Orange School District. Use of other organization's network or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any national or state regulation is prohibited. This includes, but is not limited to: copyrighted material, threatening or obscene material, or material protected by trade secret

2) **Privileges** - The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. (Each student or teacher who receives an account/access will be part of a discussion with an Orange School District staff member pertaining to the proper use of the network.) IT Management will deem what is inappropriate use and their decision is final. Also, IT Management may close an account/access at any time as required. The administration, faculty, and staff of Orange School District may request IT Management to deny, revoke, or suspend specific user accounts.

3) **Network Etiquette** - You are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:

a) Be polite. Do not get abusive in your messages to others.

a) b) Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.

c) Illegal activities are strictly forbidden.

d) Do not reveal your personal address or phone numbers of students or colleagues.

e) Note that electronic mail (e-mail) is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.

f) Do not use the network in such a way that you would disrupt the use of the network by other users.

g) All communications and information accessible via the network should be assumed to be private properly.

h) Avoid the use of bullying tactics. These include but are not limited to:

- i. **Flaming** is a type of online fight. It is an act of sending or posting electronic messages that are deliberately hostile, insulting, mean, angry, vulgar or insulting, to one person or several, either privately or publicly to an online group.
- ii. **Denigration** also known as "**dissing**," occurs when a person sends or publishes cruel rumors, gossip or untrue statements about a person to intentionally damage the victim's reputation or friendships.
- iii. **Bash boards** are online bulletin boards where people post anything they choose. Generally, the postings are mean, hateful and malicious.

- iv. **Impersonation** can be particularly harmful and occurs when someone pretends to be or poses as another person. This is usually accomplished by breaking into someone's account, by stealing a password and perhaps changing it, or by maliciously using that information provided by a friend (one reason to never give a password to anyone but a trusted adult). Once the impersonator has access to the victim's information, considerable damage can occur. By sending out emails supposedly from the victim or by posting material online, the victim's reputation or friendships can be irreparably harmed.
- v. **Outing** occurs when someone sends or publishes confidential, private, or embarrassing information, online. Private email messages or images meant for private viewing, is then forwarded to others.
- vi. **Trickery** is when a person purposely tricks another person into divulging secrets, private information or embarrassing information, and publishes that information online.
- vii. **Exclusion** is an indirect method of online bullying, intentionally excluding someone from an online group or community.
- viii. **Harassment** is when the electronic bully repeatedly sends insulting, hurtful, rude, insulting messages.
- ix. **Happy slapping** is a relatively new type of bullying. This occurs when an unsuspecting victim is physically attacked, in person, as an accomplice films or take pictures of the incident. The image or video is then posted online or distributed electronically. Often the attackers will say it was only a prank or joke, hence the term "happy slapping". Happy slapping is becoming more common, especially since many cell phones now include cameras.
- x. **Text wars or attacks** are when several people gang up on the victim, sending the target hundreds of emails or text messages. Besides the emotional toll it can take on the victim, the victims' cell phone charges can be costly.
- xi. **Online polls** ask readers to vote on specific questions, often very hurtful and demeaning, such as "Who is the ugliest person in 8th grade" or "Who do you love to hate?"
- xii. **Sending malicious code** intentionally, to damage or harm the victim's system or to spy on the victim.
- xiii. **Images and videos** are a rapidly growing concern. Due to the prevalence and accessibility of camera cell phones, photographs and videos of unsuspecting victims, taken in bathrooms, locker rooms or other compromising situations, are being distributed electronically. Some images are emailed to other people, while others are published on video sites such as *YouTube*.
- xiv. **Griefing** involves chronically causing grief to other members of an online community, or rather, intentionally disrupting the immersion of another player in their game play.

4) Orange School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. Orange School District will not be responsible for any damages you suffer. This includes loss of data resulting from delays, nondeliveries, mis-deliveries, or service interruptions caused by its own negligence or your errors or omissions. Use of any information obtained via the Internet is at your own risk. Orange School District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

5) **Security** - Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem on the Internet, you must notify IT Management or your building Technology Coordinator. Do not demonstrate the problem to other users. Do not use another individual's account without written permission from that individual. Attempts to logon to the Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to Internet.

6) **Vandalism** - Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, Internet, or any of the above listed agencies or other networks that are connected to any of the Internet backbones. This includes, but not limited to, the uploading or creation of computer viruses.

School District Internet Use Agreement

I understand and will abide by the above Internet Use Agreement. I further understand that any violation of the regulations above is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action.



Orange Board of Education

Student Account Agreement

Student Section

Student Name (*Please Print*) _____
LAST FIRST

School _____ Grade _____

I have read the **District Acceptable Use Policy**. I agree to follow the rules contained in this **Policy**. I understand that if I violate the rules, my right to access will be terminated and I may face disciplinary measures.

Student Signature _____ Date _____

Parent/Guardian Section

I have read the **District Acceptable Use Policy**. I will supervise my child's use of the system when my child is accessing from home.

I hereby release the **District**, its personnel, and any institutions with which it is affiliated, from any and all claims and damages arising from my child's use of, or inability to use, the **District** system, including, but not limited to claims that may arise from unauthorized use of the system to purchase products or services.

I will instruct my child regarding any restrictions against accessing materials in addition to the restrictions set forth in the **District Acceptable Use Policy**. I will emphasize to my child the importance of following the rules for personal safety.

I give permission to for my child to access the Internet while enrolled in the Orange Public School District and certify that the information contained in this form is correct.

Home Address _____ Phone _____

Parent/Guardian Name (*Please Print*) _____

Parent/Guardian Signature _____



ORANGE PUBLIC SCHOOLS

Orange, NJ 07050

Parental/Guardian Release Form

We are sending you this parental release form to both inform you and to request permission for your child's photo/video or other image and personally identifiable information to be published on the school and/or district web site, on the school and/or district social media platform e.g., *Facebook*, and on the school district/Orange Township cable access channel. Personally identifiable information includes student names, photo/video or other image, and reports of school events.

Check one of the following choices:

- ☐ I/We GRANT permission for this student's photo/video or other image and name to be published on the school and/or district public Internet site, the school and/or district social media platform e.g., *Facebook*, and on the school district/Orange Township cable access channel.
- ☐ I/We DO NOT GRANT permission for this student's photo/video or other and name to be published on the school and/or district public Internet site, the school and/or district social media platform e.g., *Facebook*, and on the school district/Orange Township cable access channel.

Student's Name: (please print)

_____ Student's Grade: _____

Print name of Parent/Guardian: (print)

Signature of Parent/Guardian: (sign)

Relation to Student:

Date: _____

This **AUP** applies to the student's entire period of enrollment with the *City of Orange Township Public Schools*, and needs to be **submitted only one time**. Should a parent/guardian wish to rescind this agreement, the student's home school Technology Department can be contacted.