



**City of Lynn Public Schools**  
90 Commercial Street  
Lynn, MA 01905  
(781) 593-1680

# **Internet Usage Policy for Lynn Public Schools**

## **LYNN PUBLIC SCHOOLS ACCEPTABLE INTERNET USAGE POLICY**

### **Internet Usage Policy Committee**

Dr. Jaye E. Warry, Ed. D., Deputy Superintendent

Daniel McManus, Lynn Public Schools Technology Department

Timothy Roach, Lynn Public Schools Technology Department

Shannon Stevens, Teacher – Lynn English High School

### **THIS POLICY WAS APPROVED BY THE FOLLOWING LYNN SCHOOL COMMITTEE MEMBERS:**

Mayor Judith Flanagan Kennedy, Chairwoman

Thomas Iarrobino, Secretary of the School Committee

Patricia M. Capano

Maria O. Carrasco

Donna M. Coppola

John E. Ford, Jr.

Vincent J. Spirito

Richard B. Starbard

Date Approved: March 18, 2010



**City of Lynn Public Schools**  
90 Commercial Street  
Lynn, MA 01905  
(781) 593-1680

**THIS NEW POLICY SUPERCEDES ANY PREVIOUS INTERNET POLICY**

**USED BY LYNN PUBLIC SCHOOLS**

## **Lynn Public Schools Acceptable Internet Usage Policy**

### **Purpose**

The Lynn Public School district is pleased to offer its students and staff access to information technology resources, including access to the Internet. Access to the Internet enables students to explore millions of libraries, databases, and bulletin boards from around the world. This educational tool allows students to collaborate and communicate with others to significantly expand their knowledge base. Electronic information research skills are now fundamental in the preparation of our citizens.

There is high educational value in the Internet; however with this access to people and computers all over the world, information and material may become available that may not be considered of value in the classroom setting. The Lynn Public School district uses an Internet filtering, blocking, and monitoring solutions to restrict access. School staff supervises students during their time "online." However, on a global network, it is impossible to control all materials and an industrious user may encounter inappropriate information while on the Internet. The valuable information and interaction available on the worldwide network far outweigh the possibility of students attaining material inconsistent with the educational goals of the Lynn Public Schools.

Strict guidelines and proper conduct of end users will keep the networking running properly. Guidelines are provided to make users aware of the responsibilities they are about to acquire. Violations of this school policy will result in the loss of account and future access may be denied. Disciplinary action at the school level will result.

### **Privilege**

For all users, Internet access through Lynn Public Schools is a privilege, not a right, and inappropriate use will result in a cancellation of this privilege. Based on the acceptable use guidelines outlined in this document, the system administrator may revoke, deny or suspend privileges.

### **Terms and Conditions**



**City of Lynn Public Schools**

90 Commercial Street

Lynn, MA 01905

(781) 593-1680

- Respect and protect the privacy of others.
  - Users will not use another individual's account.
  - Users will not share passwords with other individuals.
  - Users will not attempt to log on as administrators.
  - Users will not distribute information about others or themselves.
  - Network users will not respond to unsolicited online contact.
  
- Respect and protect the intellectual property of others.
  - Users will not infringe copyrights (no making illegal copies of music, games or movies).
  - Users will not plagiarize.
  
- Respect and protect the integrity, availability and security of all electronic resources.
  - Users will not install any software on any school computer.
  - Users will not download files from the internet.
  - Users will not distribute mass e-mail, spam or chain letters.
  - Users will not subscribe to list servers or news groups.
  - Users will not make any changes to the computer settings or change nor delete any files or directories stored on school computers.
  - Users will not bring laptops or any other type of computer or wireless device from home and attempt to connect to the Lynn Public Schools network.
  - Users will report security risks or violations to teacher or network administrator.
  
- Respect and practice the principles of the educational community.



## City of Lynn Public Schools

90 Commercial Street

Lynn, MA 01905

(781) 593-1680

- **Use of the Internet is for educational purposes only.** “Web surfing,” social networking (Facebook, Myspace), watching non-educational videos and listening to music are forbidden.
- Instant messenger services such as AOL messenger, MSN messenger, etc. are forbidden.
- Users will be polite – do not write or send abusive messages to others. Use appropriate language at all times. Bullying of others is not allowed.
- Users will not post false or defamatory information about a person or organization.
- Users may not use the network for commercial profit purposes, private business, product advertisement, or for political lobbying.
- Users will be filtered/blocked from the following categories of URLs: adult, chat rooms, web-based e-mail, gambling, personal web space hosts, dating, offensive, etc. However if a student encounters such a site, they should close the program and inform a teacher.
- Users will not intentionally access, transmit, copy, or create material that is illegal (including obscenity, stolen material, or illegal copies of copyrighted works.)
- Users will not use the school network to further acts that are criminal or violate the school’s code of conduct.
- E-mail and computer use of the school network are not private. Any data transmitted over the network is property of the Lynn Public Schools and may be monitored by administrators.

### Consequences for violation

Violations of these rules may result in disciplinary action as outlined in the Lynn Public Schools’ disciplinary code, including the loss of privileges to use the school’s information technology resources. Administrators reserve the rights to examine, use and share any data found on the school’s network.

Teacher and staff conduct, as outlined in the Massachusetts General Laws, applies to computer and internet use in Lynn Public Schools.

Lynn Public School district reserves the right to change and amend this policy at any time.



**City of Lynn Public Schools**

90 Commercial Street

Lynn, MA 01905

(781) 593-1680

**As an independent user of the Lynn Public Schools network, I agree to follow the terms and conditions as indicated above.** I will be an ethical, efficient and responsible user. My signature indicates that I have read and understand the rules as stated above.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*Parents, please discuss these rules with your student to ensure he or she understand them. These rules provide a good framework for your student's use of computers not only at school, but at home, libraries, etc.