RE: Student Use of Computerized Information Resources

We are pleased to offer students of Putnam/Northern Westchester BOCES access to various computerized information resources through the BOCES computer system consisting of software, hardware, computer networks, and electronic communication systems. This may include access to electronic mail and the Internet. It may include the opportunity for some students to have independent access to the BOCES computer system from their home or other remote locations.

Access to electronic mail and the Internet will enable students to explore thousands of libraries, databases, and bulletin boards while exchanging messages with Internet users throughout the world. Unlike most traditional instructional or library media materials, the BOCES computer system will allow student access to external computer networks not controlled by the BOCES, where it is impossible for the BOCES to screen or review all of the available materials. Some of the available materials may be deemed unsuitable by parents/guardians for student use or access. The BOCES Board has established guidelines for acceptable student use of the BOCES computer system. However, it is not possible to completely prevent access to computerized information that is inappropriate for students. Furthermore, students may have the ability to access such information from their home or other locations off school premises. Parents/guardians of students must be willing to set and convey standards for appropriate and acceptable use to their children when using the BOCES computer system or any other electronic media or communications.

**Standards of Acceptable Use**

Students are responsible for good behavior on the BOCES computer system just as they are in a classroom or school hallway. General school rules for behavior and communications apply. Access is a privilege—not a right. Access entails responsibility. Individual users of the BOCES computer system are responsible for their behavior and communications. It is expected that users will comply with BOCES standards and adhere to the laws, policies, and rules governing computers including, but not limited to, copyright laws, rights of software publishers, license agreements, and student right of privacy created by federal and state law.

Student data files and other electronic storage areas will be treated like school lockers. This means that such areas shall be considered BOCES property subject to control and inspection. The computer administrator may access all files and communications to ensure system integrity and that users are complying with the requirements of BOCES Board policy and regulations. Students should NOT expect that information stored on the BOCES computer system will be private.

**Authorization**

Student use of the BOCES computer system requires written agreement by all students and their parents/guardians that student use of the BOCES computer system will conform to the requirements of BOCES Board Policy 6260 and any regulations adopted to ensure acceptable use of the system.

Violations of BOCES Board policy and/or regulations may result in a loss of access as well as other disciplinary or legal action.

Sincerely,

[Signature]