

**THE BOARD OF EDUCATION OF DORCHESTER COUNTY
ACCEPTABLE USE OF ELECTRONIC EQUIPMENT, FACILITIES,
SERVICES, AND INTERNET SAFETY POLICY**

It is the general policy of Dorchester County Public Schools that computer systems and network services are to be used as any other instructional medium. Standards of conduct and use appropriate to an instructional setting are expected of all users. Therefore, computer systems and network services are to be used in a responsible, efficient, ethical, and legal manner in accordance with the mission of the Dorchester County Public Schools. Users of any Dorchester County Public Schools' computer system or network must acknowledge their understanding of the general policy and guidelines as a condition of use.

Use of Dorchester County Public Schools' computer systems and networks is a privilege, not a right. Failure to adhere to this policy and administrative procedures may result in suspension or revocation of system or network access. Willful or intentional misuse could lead to disciplinary action or criminal penalties under applicable state and federal law.

Provisions:

- 1. Acceptable uses of Dorchester County Public Schools' systems or networks are activities, which support learning and teaching. System or network users are encouraged to develop uses which meet their individual educational needs and which take advantage of the system or network's functions.**
- 2. Unacceptable uses of Dorchester County Public Schools' systems or networks include, but are not limited to:**
 - a. Violating the rights to privacy of students or employees of Dorchester County Public Schools, or others outside the school system.**
 - b. Using profanity, obscenity, or other language, which may be offensive to another user.**

- c. **Violating United States copyright law.**
 - d. **Plagiarizing, which is the taking of someone else's words, ideas, or findings and intentionally presenting them as your own without properly giving credit to their source.**
 - e. **Using the system or network for personal financial gain or for any non-school commercial or any illegal activity.**
 - f. **Attempting to degrade or disrupt system or network performance or unauthorized entry to and/or destruction of computer systems and files.**
 - g. **Re-posting personal e-mail communications without the author's prior consent.**
 - h. **Revealing home phone numbers, addresses, or other personal information.**
 - i. **Making personal purchases or unauthorized orders using the Dorchester County Board of Education name.**
 - j. **Accessing, downloading, storing, or printing files or messages that are sexually explicit, obscene, or that offend or tend to degrade others. The administration invokes its discretionary rights to determine such suitability.**
 - k. **Accessing, downloading, storing, or printing files or messages related to illegal activities, substances, and/or devices which are not permitted by law or by Dorchester County Board of Education Policy and Procedures.**
 - l. **Downloading or copying information on to disks or hard drives without prior teacher approval.**
3. **The staff of Dorchester County Public Schools will be responsible for:**
- a. **Teaching students the Dorchester County Public Schools Policy and Procedures for system and network services.**
 - b. **Supervising and guiding student access to system and network services to ensure that each student adheres to the appropriate use guidelines.**

- c. **Installing and monitoring “technology protection measures” that block or filter Internet access to inappropriate sites which are obscene, contain pornography, or are harmful to minors.**
4. **The following people are entitled to use the network:**
- a. **All Dorchester County Public Schools staff and other employees as directed by appropriate authority.**
 - b. **All Dorchester County Public Schools students under the supervision of a staff member and/or parent/guardian.**
 - c. **Others who request Guest Accounts from the network or system administrator. These requests will be reviewed on a case-by-case basis and will be granted, if warranted, as needs and resources permit.**
5. **Dorchester County Public Schools makes no express or implied warranties for the Internet access it provides. Dorchester County Public Schools cannot completely eliminate access to information that is offensive or illegal and residing on networks outside of the Dorchester County Public Schools system. The accuracy and quality of information obtained cannot be guaranteed. Dorchester County Public Schools will not guarantee the availability of access to the Internet and will not be responsible for any information that may be lost, damaged, or unavailable due to technical or other difficulties. Information sent or received cannot be assured to be private.**

Dorchester County’s Implementation of the Acceptable Use Policy

- 1 Installation of Surf Control across the entire network**
- 2 Each Internet request is checked against Surf’s Control list of acceptable and unacceptable sites as well as DCPS personalized lists to ensure that students as well as staff are not able to access inappropriate sites**
- 3 This filtering tool is active 100% of the time on all DCPS computers that are used by students as well as staff**