

BRIARCLIFF MANOR PUBLIC SCHOOLS
ACCEPTABLE USE POLICY
STUDENT NETWORK AND INTERNET USERS
TODD SCHOOL GRADES K - 2
SCHOOL YEAR 2017-2018

Using the computer correctly is a very important job. I promise that I will:

1. Follow these rules in the same way that I follow the other school and district rules that are in the code of conduct.
2. Use the Internet and computers for my schoolwork only.
3. Show the same respect for others on the school computer networks just as I do in the classroom or school hallway.
4. Not give my password to another student to use.
5. Stay only on the web pages that my teacher shows me.
6. Ask for help if I don't know what to do.
7. Never give my picture; my name, address, or home phone number; or the name of my school to anyone on the Internet.
8. Tell my teacher if I read or see something on the Internet that makes me feel uncomfortable.
9. Respect all school computers and use them correctly.
10. Not copy other people's work from the computer and say that it is mine.

I understand that:

- Network files are not private. Teachers may view the contents at any time.
- An author is a person who puts something they thought of by himself or herself (an original idea) and who fixes it in any medium such as a written story, painting, photograph, recorded music, video, website, etc. When I copy an author's work or idea for schoolwork, I must make sure people know it is the other person's idea and not mine.
- I will always give credit to the author by saying the name of the author and where I found the information (the source). For example, Eric Carle is the author of The Very Hungry Caterpillar. If I copied his original ideas from his book, his website, or his pictures, I must tell where I got the information. He has the right to control when someone copies his ideas, his words and the pictures.
- I will check with my teacher before I use someone else's work for public display such as on the Internet.