

**Electronic Access/User Agreement Form**

User's Name \_\_\_\_\_  
*Last Name* *First Name* *Middle Initial*

Homeroom/Teacher's Name \_\_\_\_\_

Please check if you are a  student  certified employee  classified employee.

The Franklin County Public Schools Educational Network (FCPSNet) is provided to conduct research, communicate, and compose/organize electronic files for educational purposes.

The following behaviors are not permitted on FCPSNet:

1. Sharing confidential information on students or employees.
2. Sending or displaying offensive messages or pictures, including those that involve:
  - Profanity or obscenity; or
  - Harassing or intimidating communications.
3. Using other users' passwords, "hacking" or gaining unauthorized access to computers or computer systems, or attempting to gain such unauthorized access.
4. Damaging computer systems or computer networks.
5. Violating copyright laws, including illegal copying of commercial software and/or other protected material.
6. Trespassing and or deletion of other users' folders, documents, or files.
7. Intentionally wasting limited resources, including downloading of freeware or shareware programs.
8. Intentionally creating or transmitting viral communications.
9. Using the network for commercial purposes, financial gain or any illegal activity.
10. Using the system resources for games (including multi-user and online games).
11. Downloading or streaming of music or video files unrelated to educational purposes.
12. Entering threatening or sexually explicit material into the network.
13. Attempting to break into the computer network or into other computer networks.
14. Connecting personal computers or peripherals to the network without approval from the District Technology Staff.
15. Installing personal or downloaded software to any computer in the District.
16. Assisting a campaign for election of any person.
17. Conducting personal business.

There is a state mandated Proxy Internet filtering system that is designed and maintained by the Franklin County Public Schools District and the Kentucky Department of Education.

All files, e-mail communications, Internet access, and network utilization are monitored by the Franklin County Public Schools District. All files and communications are property of Franklin County Public Schools.

The District Chief Information Officer may read and review files, e-mail communications, Internet access records, and network utilization reports to maintain system integrity and to ensure that all users are using the system responsibly. Monitoring and filtering software is currently in use on the Franklin County Public Schools network. All utilization of the Franklin County Public Schools network is public record.

Administrators will document and take appropriate disciplinary action on all inappropriate behaviors on FCPSNet and will report them to the District Chief Information Officer. Violations may result in loss of access and/or disciplinary action. When applicable, law enforcement agencies may be involved. Improper utilization may impact terms of employment.

As a user of the Franklin County Public School District's computer network, I hereby agree to comply with the District's Internet and electronic mail rules and to communicate over the network in a responsible manner while abiding by all relevant laws and restrictions. I further understand that violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and school disciplinary action and/or legal action may be taken.

\_\_\_\_\_  
*User's Signature* *Date*

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Prior to the student being granted independent access privileges, the following section must be completed for each student:

Parent/Guardians are responsible for any expense incurred if their child purchases items via the Internet. Signature of parent or guardian is required for direct network access for all students. Students over 18 years of age are responsible for their access.

By signing this form, you hereby accept and agree that your child’s rights to use the electronic resources provided by the District and/or the Kentucky Department of Education (KDE) are subject to the terms and conditions set forth in District policy/procedure. Please also be advised that data stored in relation to such services is managed by the District pursuant to policy 08.2323 and accompanying procedures. You also understand that the e-mail address provided to your child can also be used to access other electronic services or technologies that may or may not be sponsored by the District, which provide features such as online storage, online communications and collaborations, and instant messaging. Use of those services is subject to either standard consumer terms of use or a standard consent model. Data stored in those systems, where applicable, may be managed pursuant to the agreement between KDE and designated service providers or between the end user and the service provider. Before your child can use online services, he/she must accept the service agreement and, in certain cases, obtain your consent.

**TECHNOLOGY TERMS AND CONDITIONS SIGNATURE FORMS**

As the parent or legal guardian of the student (under 18), I grant permission for my child to access networked computer services such as electronic mail and the Internet. I understand that this access is designed for educational purposes; however, I also recognize that some materials on the Internet may be objectionable, and I accept responsibility for guidance of Internet use by setting and conveying standards for my child to follow when selecting, sharing, researching, or exploring electronic information and media.

Please initial all items to which you grant permission:

- I give my child permission to have direct access to the Internet.
- I give my child permission to have access to student e-mail.
- \*Student e-mail is accessed via the Internet.

I give permission for my child to have his/her picture, name, and/or student work appear on the District/school web sites.

I give permission for my child to participate in video productions at their school.

**Students:** By signing this form, you agree to the following statement:

As a user of the Franklin County Public Schools Network, I hereby agree to comply with its Terms and Conditions. I will communicate over and use the network in a responsible manner while abiding by all relevant laws and restrictions.

Student Name (print): \_\_\_\_\_

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

Name of Parent/Guardian (Please print) \_\_\_\_\_

\_\_\_\_\_  
*Signature of Parent/Guardian* *Date*

Daytime Phone Number: \_\_\_\_\_ Evening Phone Number: \_\_\_\_\_

**NOTE: Federal law requires the District to monitor online activities of minors.**