

Leon County Schools
STUDENT INTERNET USE / ACCESS PERMISSION FORM (revised 8-4-2020)

Please complete the following information and return it to your school. PLEASE PRINT!

PERSONAL INFORMATION

Student's Full Name: _____ Date of Birth: _____
School: _____ Grade: _____

STUDENT/PARENT AGREEMENT

I understand that Internet access is designed solely for education purposes, and that it is intended that these resources are used only for educational purposes. The Leon County School District has taken reasonable precautions to supervise Internet usage by students. I have read and understand the [Guidelines for Telecommunications Use](#) (see reverse side of this form).

PARENTAL CONSENT – (Required if student is less than 18 years of age.)

As a parent or guardian, I recognize that it is impossible for the District to control access by the students to all information or materials available on the Internet. It is likewise impossible to limit disclosure of information related to school Internet websites or publications by the larger Internet public. I will not hold the school responsible for materials acquired, contact made, or for any limit on the educational privacy of my child as a result of the disclosure of information on the Internet. I accept full responsibility for supervision of my child outside the school setting.

BASIC INTERNET ACCESS

I hereby consent for my child to utilize the school Internet services, and for disclosure of the following information when related to an activity or an academic assignment within Leon District Schools, in accordance with the Family Educational Rights and Privacy Act, 20 USC § 1232g:

Check yes or no to indicate whether permission is given or not:

Yes ___ No ___ Basic Internet Access – permission for my child to utilize the school Internet services

The support and encouragement of a parent/caregiver/guardian can be critical to student success. As is the case for on-campus learning, parents/caregivers/guardians are expected to be engaged with their child(ren)'s education but are not expected to serve as their child(ren)'s primary teacher of the academic curriculum.

Parent/caregivers/guardians serve as learning coaches and provide assistance by:

- Establishing a quiet, designated workspace
- Providing support and encouragement, while also expecting the student to do his or her part
- Ensuring the student logs in each day and participates in class
- Monitoring that the student is on track with assignments and coursework
- Maintaining communication with the teacher by phone, email, and/or online meetings.
- Ensuring student follows the [Guidelines for Telecommunications Use](#)

I certify that the information contained on this permission form is true and correct to the best of my knowledge and belief. (Students over 18 years of age may sign for themselves.)

Parent/Caretaker/Guardian Signature **Date**
Parent/Caretaker/Guardian Full Name (please print) _____
Parent/Caretaker/Guardian Work Phone: _____ Home Phone: _____

Student Signature **Date**

FOR SCHOOL USE ONLY: Date Authorization Granted: _____ By Whom: _____

Leon County Schools: Guidelines for Telecommunications Use

Activities must support education and school operations consistent with the educational goals and policies of the Leon County School District.

The use of the Internet and automated systems is not a right, but a privilege, and inappropriate use will result in cancellation of that privilege. School administrators will decide what is inappropriate use based upon guidelines, standards, policies and prudent judgement. Please refer to School Board Policy 7540.03 – Student Network Internet Use and Safety. User accounts shall be assigned or closed at the discretion of the site or program administrator. It is the site administrators' responsibility to have assigned access use form on file for all users at that site prior to access authorization. **Parents are responsible for contacting their child's school regarding updates or changes to the permissions indicated on the original Internet/Access Use Form.**

The person in whose name an account is issued is responsible for its proper use.

Unacceptable uses of the network include:

- Violating student or staff rights to privacy;
- Using profane, obscene or offensive language, graphics or other forms of communication;
- Use of school system technology resources in support of private or personal businesses; (business partners or interagency agreement agencies may be an exception)
- Misuse or sharing of passwords
- Sharing or using personally identifiable information or individually owned or copyrighted material (this includes pictures, artwork, & products) without the author or parent/guardian's prior consent.
- **RECORDING TEACHERS IN ONLINE PLATFORMS AND POSTING TO SOCIAL MEDIA**

Persons using Leon County Schools Internet or automated systems connections must be properly authorized.

The signed Internet Use/Access Permission form is to be completed when the student registers or re-enrolls back in the District. The signed forms must be maintained on file at the school or department where the form was first completed. The permissions indicated are to be entered into the student information system and are maintained as part of the student's official school record. **Parents are responsible for contacting their child's school regarding updates or changes. Any change in permission must be made in writing using an updated, signed Internet/Access Use Form.** The school is responsible for updating the student electronic record and maintaining the updated Internet Use/Permission form on file at the school site.

Any breach in security where confidential records may have been accessed or secure information altered is a very serious problem and must be reported to the school or department administrator, to Technology & Information Services Security Manager and the site Tech Specialist immediately.

This is necessary to secure systems which may be at risk, and to track access records to resolve any access or data change problem. The site or program administrator will be notified of suspected access or distribution violations. It will be the responsibility of the respective administrator to follow up in investigating such reports and taking appropriate action, which may include criminal litigation.

Use of another individual's account (password) is a security violation. Attempts to log on as another user will result in cancellation of privileges and notification of the responsible administrators.

Any user identified as a security risk or having a history of problems with other computer systems may be denied access to all or part of the network.