MUSLIM ACADEMY OF GREATER ORLANDO

TECHNOLOGY SAFETY POLICY

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Muslim Academy of Greater Orlando Technology Safety Policy

Technology Vision Statement

As described in the overall mission of the Muslim Academy of Greater Orlando, we strive to provide quality education of the highest standard in a safe, supportive, dynamic and engaging Islamic environment so that students have the opportunity to excel to their fullest potential. Within this context, we believe technology to be a critical tool, which enhances thinking skills, engages stimulation in an academic environment and assists in the development of life skills, which are critical to success. Students as well as educators will be guaranteed opportunities to utilize technology as an essential part of their everyday classroom environment.

Introduction

It is the policy of Muslim Academy of Greater Orlando to:

A. prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications
B. prevent unauthorized access and other unlawful online activity
C. prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors
D. Comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

Definitions

Key terms are as defined in the Children's Internet Protection Act.

Access to Inappropriate Material

To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information. Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

Subject to staff supervision, technology protection measures may be disabled for adults or, in the case of minors, minimized only for bona fide research or other lawful purposes.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of the Muslim Academy of Greater Orlando online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.

Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes:

A. unauthorized access, including so-called 'hacking,' and other unlawful activities
B. unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Education, Supervision and Monitoring

It shall be the responsibility of all members of the Muslim Academy of Greater Orlando staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act, and the Protecting Children in the 21st Century Act.

Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the IT Administrator or designated representatives.

The IT Administrator or designated representatives will provide age-appropriate training for students who use the Muslim Academy of Greater Orlando Internet facilities. The training provided will be designed to promote the Muslim Academy of Greater Orlando commitment to:

A. The standards and acceptable use of Internet services as set forth in the Muslim Academy of Greater Orlando Technology Safety Policy

B. Student safety with regard to:

    a. Safety on the Internet

    b. Appropriate behavior while on online, on social networking Web sites, and in chat rooms

    c. Cyberbullying awareness and response

C. Compliance with the E-rate requirements of the Children's Internet Protection Act ("CIPA").

Following receipt of this training, the student will acknowledge that he/she received the training, understood it, and will follow the provisions of Muslim Academy of Greater Orlando acceptable use policies.

Internet Policy

The Student Internet Use Policy for Muslim Academy of Greater Orlando

MAGO offer internet and network access for students in selected areas. This document contains the Acceptable Use Policy for student use of the Internet.

Educational Purpose

Internet access has been established for a limited educational purpose and shall be consistent with MAGO's curriculum and Sunshine State Standards. The term "educational purpose" includes academic activities, career development, and limited high-quality self-discovery activities. Access has not been established as a public service or a public forum. MAGO has the right to place reasonable restrictions on the material accessed or posted through the system. Students are expected to follow the rules set forth in the Code of Student Conduct and the law in the use of the Internet and network resources. Students may not use the Internet for commercial purposes. This means you may not offer, provide, or purchase products or services through the Internet at MAGO.

Student Internet Access

E-mail is an electronic mail system, which allows students to communicate one-to-one with people throughout the world. Students may have e-mail or chat access only under their teacher's direct supervision for specific instructional purposes as designated by the school. Only specific authorized e-mail access will be permitted by the Board as required by the Children's Internet Protection Act (CIPA). Students may not establish web e-mail accounts through the school's Internet access. All students will have Internet access to the World Wide Web information resources through the classroom, or computer lab. If approved by administrators, students may contribute to a school web page. All content must be pre-approved by the appropriate staff.

Unacceptable Uses

The following uses of MAGO Internet access are considered unacceptable:

Personal Safety

Students will not post personal contact information about themselves or other people. Personal contact information includes address, telephone, school address, work address, etc. This information may not be provided to an individual, organization, or company, including web sites that solicit personal information. Promptly disclose any messages received that are inappropriate or make you feel uncomfortable to a teacher.

Illegal Activities

Do not attempt to gain unauthorized access to the MAGO network or to any other computer system through the Internet or go beyond authorized access. This includes attempting to log in through another person's account or access another person's files. These actions are illegal, even if only for the purposes of "browsing." Do not make deliberate attempts to disrupt the computer system or destroy data by spreading computer viruses or by any other means. These actions are illegal [F.S. 815 Computer-Related Crimes]. Do not use the MAGO network to engage in any illegal act, such as arranging for a drug sale or the purchase of alcohol, engaging in criminal gang activity, threatening the safety of persons, etc.

System Security

Students are responsible for individual network access and must take all reasonable precautions to prevent access by others. Under no conditions should a student provide passwords to another person. Students will immediately notify a teacher or the school’s technology coordinator if a possible security problem has been identified. Any attempt to look or scan for security problems will be construed as an illegal attempt to gain access. Avoid the inadvertent spread of computer viruses by following the MAGO virus protection procedures if software has been downloaded. Under no circumstances are students permitted to use a workstation to gain access to student grades or other private student records. Students will not load unauthorized software on computers or on file servers. Students will not use any equipment or software to bypass, destruct, modify or abuse MAGO network access or disrupt the network activities of others. Any student identified as a security risk or having a history of problems with computer and/or network access may be denied authorization. Student-owned hardware will not be permitted to connect to the school network unless written permission is granted by the school principal. Appropriate antivirus software and security software must be activated before network use.

Inappropriate Language

Restrictions against inappropriate language apply to public messages, private messages, and material posted on web pages. Students will not use obscene, profane, lewd, vulgar, rude, threatening, or disrespectful language. Students will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If a student is told by a person to stop sending messages, he or she must stop. Students will not knowingly or recklessly post false or defamatory information about a person or organization. Students will not repost a message that was sent to you privately without permission of the person who sent you the message. You will not post private information about another person.

Respecting Resource Limits

Use the system only for educational and career development activities and limited, high-quality, self-discovery activities. Do not download files larger than 3 MB unless absolutely necessary. If necessary, download the file at a time when the system is not being heavily used. Students will check e-mail frequently, delete unwanted messages promptly, and stay within the established e-mail quota. Do not post chain letters or engage in "spamming." Spamming is sending an annoying or unnecessary message to a large number of people.

Plagiarism and Copyright

Do not plagiarize works that you find on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were yours. Respect the rights of copyright owners. Copyright infringement occurs when you inappropriately reproduce a work that is protected by a copyright. If a work contains language that specifies appropriate use of that work, follow the expressed requirements. Students should request permission from the copyright owner.

Inappropriate Access

In accordance with the Children’s Internet Protection Act (CIPA), all MAGO web access is filtered; however, this does not preclude the possibility that inappropriate sites are not blocked. Do not use MAGO Internet to access material that is profane or obscene (pornography), that advocates illegal acts, or that advocates violence or discrimination towards other people (hate literature). A special exception may be made if the purpose of access is to conduct research with teacher and principal approval. Students shall immediately notify a teacher if inappropriate information is mistakenly accessed. This will protect students against a claim of intentional violation of this policy. Parents or guardians should instruct their students if there is additional material that they think it would be inappropriate to access. The district fully expects that the student will follow his or her parent's instructions in this matter.

Student Rights

Free Speech

Student rights to free speech, as set forth in the Code of Student Conduct, also apply to communication on the Internet. The MAGO Internet is considered a limited forum, similar to a school newspaper, and therefore administrators may restrict speech for valid educational reasons. However, speech will not be restricted on the basis of a disagreement with the opinions a student express.

Search and Seizure

Parents have the right to request to see the contents of their student's files residing on any school-owned equipment. The school will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted on the school's network. An individual search will be conducted if there is reasonable suspicion that you have violated this Policy, the Code of Student Conduct, or the law. The investigation will be reasonable and related to the suspected violation. Any/All MAGO owned/operated equipment is subject to search and seizure without prior notification.

Due Process

School administrators will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted through MAGO network access. If the violation also involves a violation of the Code of Student Conduct, it will be handled in a manner described in that document.

Limitation of Liability

Muslim Academy of Greater Orlando makes no guarantee that the functions or the services provided by or through the school's network will be error-free or without defect. The school will not be responsible for any damage suffered, including but not limited to, loss of data or interruptions of service. Students are responsible for making a backup copy of crucial files. The school is not responsible for the accuracy or quality of the information obtained through or stored on the network. The school will not be responsible for financial obligations arising through the unauthorized use of the network as the result of intentional misuse.

Abuse of Electronic and Internet/Communication Devices

The School Board of Muslim Academy of Greater Orlando is committed to providing a safe, positive, productive and nurturing educational environment. The use of the internet or an electronic device to convey any communication, image or illustration that causes or contributes to the intimidation, harassment, abuse, or disparagement of students and staff is strictly prohibited. This includes any such communication, image or illustration that is prepared or originates off school grounds and adversely impacts the educational environment at school for students or staff.

The following electronic communication conveyed by internet or an electronic device is prohibited: cyber- stalking, bullying/cyber-bullying, sexting, coercion, extortion, making threats of violence or harm or other computer related crimes that impact the educational environment. Sexting is defined as sending, forwarding, displaying, retaining, storing or posting sexually explicit, lewd, indecent or pornographic photographs, images or messages by or on a cell phone, computer or other electronic means during school hours or school activities on or off campus; while on school property, or beyond the hours of school operation if the behavior adversely affects the personal safety or well-being of school-related individuals, the governance, climate or efficient operation of the school; or the education process or experience.

Violation of the Abuse of Electronic and Internet/Communication Devices policy or any School Board adopted Policy related to the use of telecommunication or electronic devices may result in discipline in accordance with the Code of Student Conduct. MAGO administrators have sole discretion to determine whether any electronic communication, image or illustration violates this policy and the Code of Student Conduct.

Any student who learns of any offensive internet content or electronic communication, image, or illustration that relates to the school, student or staff member should immediately report the matter to school staff. Each report will be evaluated to determine the appropriate action.

MAGO

Muslim Academy of Greater Orlando

Technology Safety Policy Signature Page

I have read the Technology Safety Policy and understand its contents. My signature below means that I agree to follow the guidelines of the Technology Safety Policy.

X ______________________________ ______________________________

Student Signature Date

As the parent or legal guardian of the minor student signing above, I grant permission for my son or daughter to access networked computer services such as electronic mail and the Internet. I understand that individuals and families may be held liable for violations.

X ______________________________ ______________________________

Parent/Guardian Signature Date