



## **INTERNET SAFETY POLICY For Wordsworth**

### **Introduction**

It is the policy of **Wordsworth** 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; and (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 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 Wordsworth 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; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors

### **Supervision and Monitoring**

It shall be the responsibility of all members of the **Wordsworth** staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and the Children's Internet protection Act.

Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of **Director of Information Technology** or designated representatives.

### **Technology protection measures**

All internet usage for clients and staff are protected with content filtering technology. The process to provide this is done through configuration of our firewall appliances. The Information Technology department works closely with school officials to continuously adjust settings to add blocked sites, or terminology while also allowing access to certain sites for bona fide research. We use Sonic Wall (Dell) appliances across our network for this functionality.

## Monitoring

All teachers, counselors or other school officials are responsible for the internet usage of clients while the clients are under their supervision. This includes but is not limited to:

- Access by minors to inappropriate matter on the Internet and World Wide Web
- The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications
- Unauthorized access including "hacking" and other unlawful activities by minors online
- Unauthorized disclosure, use, and dissemination of personal information regarding minors
- Measures designed to restrict minors' access to materials harmful to minors

## Education

All clients of Wordsworth are educated and receive training on appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, cyber bullying awareness, and response. Each program's Computer lab teachers conduct classes throughout the year and test on client's understanding.

In addition, Wordsworth conducts safety fairs throughout the school year and the Department of Information Technology addresses Internet safety with an interactive display booth, pamphlets, and DVD video presentations.

## Adoption

The Board of Wordsworth adopted this Internet Safety Policy at its (05/20/2014) Board meeting. The Executive Management Committee of Wordsworth adopted this Internet Safety Policy at its (05/22/2014) committee meeting.

Formal notice to all client parents and/or legal guardians is sent at the beginning of each school year as part of the student handbook.

CIPA definitions of terms:

**TECHNOLOGY PROTECTION MEASURE.** The term "technology protection measure" means a specific technology that blocks or filters Internet access to visual depictions that are:

1. **OBSCENE**, as that term is defined in section 1460 of title 18, United States Code;
2. **CHILD PORNOGRAPHY**, as that term is defined in section 2256 of title 18, United States Code; or
3. Harmful to minors.

**HARMFUL TO MINORS.** The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

**SEXUAL ACT; SEXUAL CONTACT.** The terms "sexual act" and "sexual contact" have the meaning given such terms in section 2246 of title 18, United States Code.