



## 5016.2 Acceptable Use Administrative Regulations

**Effective Date: June 5, 2020**

### JCS-Inc. Administrative Regulations

#### **Procedures:**

- The Acceptable Use Agreement is included in the JCS Parent Handbook and discussed at parent orientation meetings.
- A copy of the Acceptable Use Agreement is reviewed by the educational facilitator and/or staff member coordinating with the family on the enrollment packet.
- A signed copy of the Acceptable Use Agreement is maintained at each academy site for academy students, and an acknowledgement of receipt and acceptance is maintained in the main office.
- Educational Facilitators, Learning Center and Academy teachers and other staff members and/or parents responsible for student Internet use and/or website postings must be cognizant of the Acceptable Use Policy and Acceptable Use Agreement permission status of all students enrolled with JCS.
- Acceptable Use Agreement and policy are reviewed on a regular basis by the Director or his/her designee and updates and modifications are made as needed.
- Teachers, parents and/or staff will instruct students in appropriate ways to access and use Internet resources.
- Teachers, parents and/or staff will use reasonable measures to ensure that information gathered from the Internet appropriately supports educational purposes.
- JCS has taken reasonable precautions to restrict access to materials it considers harmful and to materials that do not support approved educational objectives.
- Before identifying a student by name or photo, the school must have on file a Parent/Guardian Release with the applicable student work/pictures permission section signed by the parent authorizing publication.
- Staff will refer, to his or her direct supervisor, any individual who violates provisions of this policy for disciplinary action.
- Cancellation of user privileges and other consequences will be at the discretion of the staff.

Original Procedure 12/3/04

Revised Procedure 06/9/06

Revised Procedure 09/10/09

Revised Procedure 06/05/2020

Public Hearing 01/30/2023