

## **INTERNET PUBLISHING**

This policy is intended to ensure that District-sponsored Internet content supports the educational mission of the District and disseminates appropriate and timely information to the local and global community without compromising the safety and privacy of our students and staff. Teachers and students are encouraged to take advantage of educational opportunities beyond the four walls of the classroom and embrace the benefits of twenty-first century learning.

The Board of Education authorizes District-sponsored Internet publishing because it offers an educational activity through which students gain experience in responsible use of the Internet. The rights of students to express their views online shall be limited solely by those restrictions imposed on all citizens generally and those specifically designed to protect children and youth in a school setting. District-sponsored Internet publications, including online student newspapers, are intended to provide an opportunity for student expression, but they are not public forums. The Board of Education is ultimately responsible for the content published on the Internet through activities sponsored by, or affiliated with, the Great Neck Public Schools.

**Guidelines:** All guidelines for posting District-sponsored online content, whether hosted on the official Great Neck Public Schools Web site or through another Web hosting service, shall be consistent with this and all other district policies, including but not limited to *Policy 4526 Computer Network and Internet Acceptable Use*, *Policy 5220 District-Sponsored Student Publications*, and *Policy 5300 Code of Conduct*.

### **Photographs and Videos:**

1. Photographs and videos that visually identify students may be published online if access is secure and limited to the parent/guardian, student or staff. Otherwise, photographs and videos that visually identify students in Grades Pre-K – 2 will not be published online for safety and security reasons. Exceptions for students in Grades Pre-K – 2 will be granted upon the recommendation of the building principal to the Superintendent with written parental permission. In Grades 3 - 8, they may be published online only with prior written parent/guardian consent. In Grades 9 – 12, they may be published online with consent of the student unless the parent/guardian provides written direction to the contrary.
2. Photographs and videos that do not visually identify students may be published online.
3. Photographs and videos of staff members may be published online only with their prior consent.
4. Photographs and videos of facilities, instructional objects, or student projects may be published online.
5. Audio recordings of performances and narration done by students may be published online subject to applicable copyright laws.

### **Personal Information:**

1. No student's last name shall be published online in Grades PreK – 5 unless access is secure and limited to the parent/guardian, student or staff. Exceptions for students in Grades Pre-K - 5 will be granted upon the recommendation of the building principal to the Superintendent with written parental permission. In Grades 6 - 8, last names of students may be published online only with prior written parent/guardian consent. In grades 9 – 12 last names be published online with consent of the student unless the parent/guardian provides written direction to the contrary.
2. In grades Pre-K – 5 student names and photographs will not be posted together.

3. Notwithstanding the above provisions, any other personal student information may not be published online unless access is secure and limited to the parent/guardian, the student or designated staff.

4. Notwithstanding the above provisions, textual, artistic, photographic or video work attributed to a student may be published online. For students in Grades Pre-K-5, prior written parent/guardian consent is required. In Grades 6-12, student work may be published online with the consent of the student.

#### **Web Pages and Internet Links:**

1. Staff members and affiliated parent organizations may upload content online for a school, department, grade level, class, club, team, or parent organization web site as long as they adhere to all provisions in this policy. These staff members and affiliated parent organizations have the primary responsibility for complying with this policy and all applicable laws.

2. School web sites and affiliated parent organization web sites shall include a prominent link back to the school and/or the District home page. Department, grade level, class, club, or team web sites shall include a prominent link back to the school home page.

3. The content of web pages must conform to all District policies and state and federal laws and cannot:

- a. promote illegal activities
- b. promote any form of discrimination
- c. violate copyright laws
- d. plagiarize, in part or whole, the intellectual property of others
- e. campaign for the election of candidates for any public political office
- f. contain commercial advertising
- g. disparage, insult or demean any individual or group
- h. be used to transmit viruses
- i. include public electronic forums that facilitate immediate and/or unmediated posted messages

4. Students may create new web pages, modify existing web pages or upload content directly to a web site, as part of a classroom or club activity but only with the authorization and supervision of a designated staff member.

5. Links to externally published web pages are based solely on their educational relevance and should be reviewed periodically by the web page designer due to the transient nature of the medium.

6. Links to personal home pages or personal email accounts of students or staff members are not permitted.

7. Links for advertising or profit-making purposes are not permitted unless they are directly related to a District, school, PTA or District/school-endorsed fund-raiser.

***Great Neck Public Schools***

***Adopted: 6/17/02***

***Amended: 3/12/12; 7/7/15***