

## Considering AUP Elements for the Use of the Internet & Technology Devices

Articles: [http://www.education-world.com/a\\_curr/curr093.shtml](http://www.education-world.com/a_curr/curr093.shtml)  
[http://www.education-world.com/a\\_tech/tech018.shtml](http://www.education-world.com/a_tech/tech018.shtml)

The Children's Internet Protection Act (CIPA) requires schools to establish Internet Safety guidelines for the appropriate use of computer networks. Such guidelines are generally called an Acceptable Use Policy, or AUP. An AUP is a written agreement signed by students, their parents and their teachers.

The following elements are from the Virginia Department of Education web site:  
<http://www.doe.virginia.gov/VDOE/Technology/AUP/home.shtml>

- **The preamble** explains why the policy is needed, its goals, and the process of developing the policy. This section should say that the school's overall code of conduct also applies to student online activity.  
(More information) <http://projectinterconnect.org/filters/aupintro.htm>
- **The definition** section defines key words used in the policy. Words and terms such as Internet, computer network, education purpose, and other possibly ambiguous terms need to be defined and explained to ensure student and parent comprehension. The definition should also include any technology-based device in the school or personal device brought into the school such as the use of laptops, PDA's, USB drives and other removable media. Also, Web 2.0 tools/applications need to be addressed.  
(More information) <http://projectinterconnect.org/filters/aupdefn.htm>
- **A policy statement** must tell what computer services are covered by the AUP and the circumstances under which students can use computer services. Schools may, for example, base student access to computer services on the completion of a "computer responsibility" class that will enhance student understanding of the AUP guidelines.  
(More information) <http://projectinterconnect.org/filters/auppoli.htm>
- **The acceptable uses** section must define appropriate student use of the computer network. It may, for example, limit student use of the network to "educational purposes," which then must be defined. Include any technology-based device in the school or personal device brought into the school and Web 2.0 tools/applications.
- **In the unacceptable uses** section, the AUP should give clear, specific examples of what constitutes unacceptable student use. In determining what is unacceptable, the committee charged with drafting the AUP must consider:
  - What kind of computer network sites, if any, should be off limits to students?
  - What kind of student sending, forwarding, or posting of information, if any, should be prohibited?
  - What kind of student behavior will be destructive to the computer network services and should, therefore, be restricted?
  - The misuse of any technology-based device in the school or personal device brought into the school.
  - The misuse of Web 2.0 tools/applications.

Among the sites that might be off limits to students are chat rooms and term paper vendors. In addition, AUPs often prohibit students from sending, forwarding, or posting sexually explicit messages, profanity, and harassing or violent messages.

(More information) <http://projectinterconnect.org/filters/aupunac.htm>

- **The violations/sanctions** section should tell students how to report violations of the policy or whom to question about its application. "As a practical matter," says the NEA, "the AUP may simply provide that violations will be handled in accordance with the school's general student disciplinary code."

Violations for technology-based devices in the school or personal devices brought into the school should be addressed.

(More information) <http://projectinterconnect.org/filters/aupviol.htm>

- **Signature form** for teachers, parents, and students indicating their intentions to abide by the AUP.

[http://www.monroetwp.k12.nj.us/Admin\\_MG/technology/AUP/aup\\_form.htm](http://www.monroetwp.k12.nj.us/Admin_MG/technology/AUP/aup_form.htm)

<http://projectinterconnect.org/filters/aupform.htm>

- Some districts may want the AUP addressed in a **Code of Conduct**.

Bellingham Washington School District: *"In a free and democratic society, access to information is a fundamental right of citizenship. Independent student use of telecommunications and electronic information resources will be permitted upon submission of permission forms and agreements by parents of minor students and by students themselves."*

Magid: "My Rules for Online Safety" [Teen Safety on the Information Highway](#)

*An AUP can't be developed in a vacuum. A vital, workable Acceptable Use Policy must be based on a philosophy that balances freedom and responsibility.*

### Samples

Monroe Township Public Schools – Student AUP

[http://www.monroetwp.k12.nj.us/Admin\\_MG/technology/AUP/studentaup.htm](http://www.monroetwp.k12.nj.us/Admin_MG/technology/AUP/studentaup.htm)

Davis School District –

Sample of AUPs for Secondary Students, Elementary Students, and Employees

<http://www.davis.k12.ut.us/DIST/AUA.htm>

Plano, Texas

<http://k-12.pisd.edu/aug.htm>

Plano has a great idea on how the AUPs are shown to elementary students.

<http://k-12.pisd.edu/guide/element/index.htm>

Critiquing Acceptable Use Policies

<http://www.io.com/~kinnaman/aupessay.html#concerns>

Model Acceptable Use Policy

<http://www.cybercrime.gov/rules/acceptableUsePolicy.htm>

### Additional Resources

Safeguarding the Wired Schoolhouse

<http://www.safewiredschools.org/other.html>

CIPA

<http://www.fcc.gov/cgb/consumerfacts/cipa.html>

COPPA

<http://www.ftc.gov/privacy/coppafaqs.shtm>