

# **Prince Edward County Elementary School**



## **Student Code of Conduct**

**2010-2011**

**The Prince Edward County Public Schools do not discriminate in admission or access to, or treatment or employment in their educational programs, services, or activities based on race, color, national origin, sex, handicapping condition, or age in accordance with state and federal laws. Inquiries regarding this policy may be directed to:**

**Mr. Richard L. Goode  
Director of Support Services  
Prince Edward County Public Schools  
35 Eagle Drive  
Farmville, VA 23901  
434-315-2100**

**\*\*\*The parents of each child attending any school receiving federal funds may request information regarding the professional qualifications of the student's classroom teacher. The agency (school system) will provide the information to the parents in a timely manner.**

Prince Edward County Elementary School  
Code of Conduct  
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## CODE OF RESPONSIBLE STUDENT CONDUCT

We believe that the strength of a community, state, or nation depends on the degree to which its citizens are informed, productive, and happy. Education is a key to such responsible citizenship and should be available to every student in an atmosphere which is both safe and conducive to learning. Where there is disruptive classroom behavior, disrespect, or lack of self-control, effective learning cannot happen. Every student is expected to practice behavior that will allow him/her to reach his/her full potential.

This Code is unique to our community and represents the consensus of students, parents, teachers, concerned citizens, and administrators. It has been approved by the Prince Edward County School Board and should serve as a specific guideline for student development rather than merely a punitive measure for controlling student conduct. Using due process, teacher counseling, and home-school coordination should enable students to practice responsible behavior.

The following statements are guidelines:

1. A parent conference with the administration at school may reduce the length of a punishment at the discretion of the administration.
2. The administration reserves the right to alter the recommended punishment depending upon the severity of the offense.
3. The rules and regulations found in the Code of Conduct are administered with consideration given to the age and maturity level of the individual student.
4. Offenses are cumulative.

## **DUE PROCESS PROCEDURES**

The Due Process Procedure will be used in each incident that involves a student. The steps are as follows:

1. Staff will complete the referral in detail explaining all the facts.
2. Your child will be given the opportunity to explain his or her side.
3. The due process procedure will be used even when the referral has been sent to the Division Superintendent or designee.

## **APPEALS**

If you feel your child has been denied his/her rights, you may call this matter to the attention of the school Principal. If not satisfied with the action taken, you may appeal the decision to the Division Superintendent or designee.

## **CONSEQUENCES OF UNACCEPTABLE BEHAVIOR**

### **1. DETENTION**

Your child is removed from the regular class and is expected to complete work for credit assigned by teachers of those classes being missed. He or she will be counted as present and is responsible for remaining in this program the number of days assigned by the Principal or Assistant Principal.

### **2. IN-SCHOOL SUSPENSION**

In-School Suspension (ISS) provides an alternative educational setting for your child during the regular school day in the event your child's behavior in the classroom is disruptive or violates the Code of Conduct.

If your child is assigned to ISS, your child is removed from his or her regular classroom and placed in the ISS room for the entire school day. While your child is in ISS, however, your child will be counted present for the school day. Your child is expected to use the time in ISS productively by completing his or her teacher's assignments under the supervision of the ISS coordinator.

**\*\*\*If your child misbehaves or does not complete assigned work in Detention or In-School Suspension, your child will receive additional time in Detention or In-School Suspension. Should your child continue to disrupt Detention or In-School Suspension, he or she will be suspended Out-of-School for an amount of time determined by the Principal or Assistant Principal.**

### **3. OUT-OF-SCHOOL SUSPENSION**

Out-of-School Suspension is for more serious instances of behavior on school grounds, in and out of the classroom, that are unacceptable or dangerous to your child's teacher or to fellow students. This would also include repeated offenses.

### **4. REFERRAL TO SUPERINTENDENT**

A serious infraction of the rules governing conduct in school may result in immediate referral to the Superintendent of Schools in Prince Edward County. If your child is referred to the Superintendent of Schools, your child will be suspended out of school until a conference can be held between you, your child, and the Superintendent of Schools or designee.

## DISCIPLINARY OFFENSES

### 1. POSSESSION OR USE OF A WEAPON/DANGEROUS OBJECT

A weapon is any object that may be or is used to injure a person. This policy also applies to items that may resemble a weapon. Charges may be filed. Weapons have no place at school. It shall be the responsibility of the student to notify a teacher or administrator **IMMEDIATELY** if they have reason to believe that there is a weapon in school, on school grounds, or any school-related activity. Disciplinary action, up to and including expulsion, may be taken against any student who knows of a weapon and fails to report it. **FOR YOUR SAFETY AND THE SAFETY OF FRIENDS AND OTHERS...REPORT IT.**

**NOTE: POSSESSION OF WEAPONS ON SCHOOL PROPERTY MAY BE PUNISHABLE AS A FELONY UNDER VIRGINIA LAW.**

Firearms including pellet guns, BB guns, CO<sub>2</sub> air pistols, paint ball guns, and any other device which meets the definition of firearm in the *Code of Virginia*.

The possession of look-alike weapons, including, but not limited to, cap guns, squirt or water guns, toy pistols, comb knives, etc., is prohibited on school property. Possession includes bringing the item(s) onto school property or to a school-sponsored event.

The possession of dangerous objects is prohibited. Dangerous objects include the representation of items commonly understood to be inappropriate to school activities.

These items include, but are not limited to, bullets, machetes, brass knuckles, switchblades, knives, box cutters, other sharp objects, Chinese stars, mace, Laser pointers, etc. Also included is the misuse of common place objects, including but not limited to, keys, locks, etc.

**Any Offense** – Detention, In or Out-of-School Suspension Possible Referral to Division Superintendent and Sheriff’s Department. Charges may be filed. The object will be confiscated.

**2. POSSESSION OR USE OF DRUGS, ALCOHOL, TOBACCO OR ANY OTHER ILLEGAL SUBSTANCE**

Any incident of suspected possession of an illegal substance will be referred to the Sheriff’s Department. Infractions will also result in immediate suspension from school and referral to the Division Superintendent. Any Offense – Detention, In or Out-of-School Suspension and possible referral to the Division Superintendent. The substance will be confiscated and may be turned over to the Sheriff’s Department for analysis.

**SMOKING - Smoking is prohibited at all times on school premises.**

**POSSESSION OR DISTRIBUTION OF TOBACCO OR TOBACCO PRODUCTS**

**1<sup>ST</sup> Offense 1-3 days Detention or In-School Suspension**  
**2<sup>nd</sup> Offense 3-5 days Out-of-School Suspension**

## **USE OF TOBACCO OR TOBACCO PRODUCTS**

- 1<sup>st</sup> Offense**    **3 days Detention, In- or Out-of-School Suspension**  
**2<sup>nd</sup> Offense**    **3-5 days Out-of-School Suspension**  
**3<sup>rd</sup> Offense**    **Referral to Division Superintendent**

### **3. FIGHTING/ASSAULT**

Fighting is an encounter between two or more students who engage in physical contact in an attempt to resolve their differences. Physical violence in the school severely threatens the safe environment needed for education to flourish. **Fighting and such** other activities that endanger our students and staff will not be tolerated. If your child engages in fighting, school officials will discipline your child in accordance with the severity of the offense, taking into **account the role your child played in the altercation with reference to instigation, aggression or self-defense.**

- 1<sup>st</sup> Offense**    **1 - 3 days In- or Out-of-School Suspension/Detention**  
**2<sup>nd</sup> Offense**    **3 - 5 days Out-of-School Suspension**  
**3<sup>rd</sup> Offense**    **Out-of-School Suspension and Referral to the Division Superintendent**

**Charges may be filed.**

### **4. PHYSICALLY ASSAULTING SCHOOL PERSONNEL**

If your child assaults school personnel, he or she will be immediately suspended from school and referred to the Division Superintendent or Prince Edward County Sheriff's Department.

**Any Offense – In or Out-of-School; Suspension/Detention and possible Referral to the Division Superintendent or Sheriff's Department**

## 5. SEXUAL HARASSMENT

Sexual harassment is defined by Prince Edward County Public Schools as unsolicited written, spoken or physical advances toward another individual. Prince Edward County Public Schools will not tolerate sexual harassment by any student.

**Any Offense - In or Out-of-School Suspension/Detention and possible referral to the Division Superintendent.**

## 6. BULLYING

A student, either individually or as a part of a group, shall not harass or bully others. Prohibited conduct includes, but is not limited to, physical intimidation, taunting, name-calling, hazing, insulting, exclusion or isolating other students, and any combination of prohibited activities.

Prohibited conduct includes verbal conduct consisting of comments regarding the race, gender, religion, physical abilities or characteristics or associates of the targeted person. **All offenses will be addressed individually. Any offense may result in an Out-of-School Suspension.**

## 7. GANGS

A gang is defined as any group of two or more persons whose purpose includes

- commission of illegal acts
- participation in activities that threatens the safety of persons or property
- disruption of school activities
- creation of an atmosphere of fear and intimidation

**All offenses will be addressed individually.**

**Any offense may result in an Out-of-School Suspension**

- 8. SPOKEN, WRITTEN, OR GESTURED THREAT DIRECTED TOWARDS A STUDENT, SCHOOL EMPLOYEE OR HIS OR HER FAMILY OR PROPERTY**  
**1<sup>st</sup> Offense 3 days In or Out-of-School Suspension/Detention**  
**2<sup>nd</sup> Offense 3-5 days Out-of-School Suspension and possible referral to the Division Superintendent**

**9. VANDALISM**

Vandalism is the willful destruction or defacing of school property (including textbooks and library books). If your child is guilty of vandalism, he or she is responsible for cleaning, repairing, or replacing the item.

- 1<sup>st</sup> Offense 3 days - School Detention or ISS**  
**2<sup>nd</sup> Offense 3 days –Out-of-School Suspension**  
**3<sup>rd</sup> Offense 3-5 – Out-of-School Suspension and possible referral to the Division Superintendent**

**10. THEFT OR DESTRUCTION OF OTHERS' PERSONAL PROPERTY**

Stealing or destroying another's property undermines the trust necessary to a healthy school community. Such actions will not be tolerated at Prince Edward County Elementary School.

- 1<sup>st</sup> Offense Payment for the replacement of the item (includes library books) and 1-3 days Detention**  
**2<sup>nd</sup> Offense 3 days ISS or Out-of-School Suspension**  
**3<sup>rd</sup> Offense 1-3 days Out-of-School Suspension**

**11. EXTORTION**

Extortion is the act or practice of obtaining money or other property from a person by force, undue or illegal power, or ingenuity.

- 1<sup>st</sup> Offense 3 days In-School Suspension/Detention**  
**2<sup>nd</sup> Offense 3 days Out-of-School Suspension**

## **12. GAMBLING, FORGERY**

Both gambling and forgery, including forging of excuses, permission, and passes are forbidden in school. If your child engages in either of these activities, school officials will discipline your child in accordance with the frequency and severity of the offense:

**1<sup>st</sup> Offense 1-3 days In or Out-of-School  
Suspension/Detention**

**2<sup>nd</sup> Offense 3 Out-of-School Suspension**

## **13. UNACCEPTABLE SOCIAL BEHAVIOR**

Unacceptable student social behavior includes inappropriate physical contact or exposure. If your child is found participating in such contact, he or she will be dealt with individually, depending upon the frequency and extent of the interaction. **Such offenses could result in In or Out-of-School Suspension/Detention.**

## **14. BEING ON SCHOOL PREMISES WITHOUT PERMISSION**

a) Students shall not be on the premises after scheduled school activities.

b) High school and middle school grounds are off limits to the elementary school students during school hours at all times without permission. Students are required to stay on the grounds of their respective schools unless special permission is granted.

**1<sup>st</sup> Offense 1 day Detention**

**2<sup>nd</sup> Offense 1-2 days In- or Out-of-School Suspension**

## **15. TRESPASSING/UNAUTHORIZED ENTRY**

Trespassing is the wrongful entry to or presence on school property after being given a spoken or written warning to leave.



## **18. CHEATING**

Cheating is voluntarily giving or receiving assistance on a classroom assignment without permission from the teacher. Other examples of cheating are plagiarism and changing answers and grades after the paper has been graded. Cheating is strictly forbidden because it is a form of dishonesty that undermines the educational process.

**1<sup>st</sup> Offense** A zero is given on the assignment and parent is contacted

**2<sup>nd</sup> Offense** A zero is given and 1 - 3 days After School Detention/In-School Suspension/Detention

**3<sup>rd</sup> Offense** 3 days In-School Suspension/Detention

## **19. NUISANCE GADGETS**

Nuisance gadgets such as radios, beepers, telephones, video games, nail polish, perfume, cologne, cosmetics, tape and cd players, collectible cards, noise makers, yo-yos, squirt guns, or other disruptive gadgets are not permitted on school grounds at any time. (This guideline also applies to after-school activities.) Any disruptive or disrespectful items will be confiscated. A parent or guardian may be requested to retrieve the item.

## **20. PRANKS**

Pranks are tricks or practical jokes that can cause harm to an individual or property. If your child participates in such actions, school officials will discipline your child in accordance with the severity of the offense.

## **21. DISRUPTIONS IN CLASS OR DURING REGULAR SCHOOL HOURS**

a) Talking in class or disrupting other organized school activities (such as assembly programs), making noise, or making distracting movements will be considered disruptive behavior.

- 1<sup>st</sup> Offense    1 day Detention/In-School Suspension**
- 2<sup>nd</sup> Offense    1-3 days In-School Suspension**
- 3<sup>rd</sup> Offense    3-5 days In-School Suspension**

b) Your child is required to dress in a manner that does not interfere with the orderly process of instruction. Tube tops, crop tops, tank tops, see-through jerseys, mini-skirts, hats, caps, visors, stocking caps, bandannas, or sunglasses are not to be worn inside the building. Pants may not slide so low as to permit underwear to be seen.

- 1<sup>st</sup> Offense    Warning - Student may be required to wear clothing over the clothing that was worn to school. The parent will be notified.**
- 2<sup>nd</sup> Offense    3 days In or Out-of-School Suspension/Detention**
- 3<sup>rd</sup> Offense    3 days After School Alternative Program**

**22. UNACCEPTABLE PRINTED OR WRITTEN MATERIAL**

Pornographic and explicitly written materials are strictly forbidden.

- 1<sup>st</sup> Offense    Contact parent and/or 1-3 days In-School Suspension**
- 2<sup>nd</sup> Offense    3 days In or Out-of-School Suspension/ Detention**
- 3<sup>rd</sup> Offense    After-School Alternative Program**

**23. BOMB THREAT/FALSE ALARM/SMOKE BOMBS/FIRE WORKS**

Such acts may be considered criminal offenses.

**Any Offense    Out-of-School Suspension and referral to the Division Superintendent and the Sheriff’s Department**

**24. SKIPPING CLASS/LEAVING ASSIGNED AREA WITHOUT PERMISSION**

Skipping class is the act of staying out of a class without permission and for no acceptable reason, arriving at the classroom ten or more minutes late without a valid written excuse, or leaving class without permission.

- 1<sup>st</sup> Offense    1-3 days In or Out-of-School Suspension/Detention**
- 2<sup>nd</sup> Offense    3 days In-School Suspension**

**25. DISORDERLY CONDUCT**

No student, while on school property, shall behave in a disorderly or defiant manner or in another way to interrupt or disturb the orderly operation of the school or classroom.

**STUDENT BEHAVIOR ON THE BUS**

The Code of Conduct applies to students while riding the bus. Bus offenses may result in In-School Suspension, After-School Detention, or Out-of-School Suspension and/or Referral to the Division Superintendent and/or denial of bus privileges. Charges may be filed

1. Objects are not to be propelled out of the bus.
2. Students who must cross the road when getting off the bus should wait for a signal from the bus driver before crossing and should cross in front of the bus and before the bus moves.
3. The bus is to be boarded at the student’s assigned school unless the student has written permission from his/her parent/guardian and the administration.
4. All written bus notes from home must have the Child’s name and the 911 address. **NO PHONE IN BUS NOTES.**

5. The following items will not be permitted on board the bus; skateboards, roller blades, radios, tape players, balls, bats, glass, balloons, and any other items that are outlined in the Code of Conduct unless permission is granted by the bus driver.
6. Unless proper permission is obtained, students are to ride their assigned bus to and from school.
7. Students must sit in the seat to which they are assigned by the driver.
8. Standing or making unnecessary movements while the bus is in motion is prohibited.
9. There is to be no eating or drinking on the bus.
10. Any unnecessary noise or distracting behavior on the bus is prohibited.
11. Cameras are placed on school buses to assist in monitoring student activity while riding the school bus.
12. A student who has been denied bus privileges will not be allowed to ride another bus.

**PARENTS ARE RESPONSIBLE FOR TRANSPORTING THEIR CHILDREN TO AND FROM SCHOOL SHOULD THEIR CHILD BE DENIED BUS PRIVILEGES.**

**STUDENTS SHOULD NOT ARRIVE AT SCHOOL PRIOR TO 7:45 A.M.**

## **ATTENDANCE POLICIES**

### **ABSENCES**

After each absence, your child must bring a note from you or from a doctor or dentist noting the date and time of day of the absence. Your child's absence will be considered excused once this note has been presented to his/her classroom teacher.

An unexcused absence is an absence from school for an unacceptable reason. Generally, acceptable reasons are illness or emergency. Absences from class during Out-of-School Suspension are considered unexcused.

## **EXCESSIVE ABSENCES**

A pattern of excessive unexcused or excused absences will result in referral to the division Attendance Officer by the school's Attendance Clerk.

*Absences for reasons other than illness or emergency must be approved by the Principal in advance of the absence. Parents or guardians should address a letter to the Principal detailing the reason for the upcoming absence(s) and requesting excused absence(s). Unapproved requests could result in unexcused absences. Retention will be strongly considered for children with 20 or more total absences.*

## **TARDINESS**

Tardiness is the practice of arriving to class after the tardy bell rings. Tardiness is unacceptable because it cheats your child of the full benefit of an education. In addition, it disrupts both your child's teacher and classmates. The following rules and guidelines are designated to discourage tardiness:

1. Once the tardy bell has rung, your child will need a written excuse before he or she may go to the classroom.
2. Excessive tardiness per six weeks will result in the scheduling of a parent/teacher/administrator conference.
3. If the pattern of leaving early continues, the matter will be referred to the division's Attendance Officer.

## **LEAVING BEFORE THE END OF THE ACADEMIC DAY**

If a student is picked up by a parent or guardian before 3:10 p.m., the academic day is disrupted. This practice cheats the student of the full benefit of an education, as well. Regular student pick-up and sign-out is conducted from designated classrooms near the office after 3:10 p.m.

1. If a pattern exists in which a student is repeatedly called for by the parent before 3:10 p.m., a conference will be scheduled with the parent, teacher, and an administrator.
2. If the pattern of leaving early continues, the matter will be referred to the division's Attendance Officer.

## **LEAVING SCHOOL WITH PERMISSION**

To ensure that all children are provided supervision, once your child is on school grounds, he or she will not be allowed to leave unless the following procedure is followed. This policy includes leaving before classes start in the morning. This policy includes leaving before classes start in the morning.

1. A note must be brought from the parent or legal guardian requesting permission for the student to leave school. The note must include a telephone number where you may be reached for verification during school hours, the name of the person with whom your child will be leaving, and the time of departure.
2. You, as the parent or guardian, must sign the student out in the school office.
3. If you request permission to leave by phone, verification may be required.

## **STUDENTS REMAINING AFTER SCHOOL FOR EXTRACURRICULAR ACTIVITIES**

If your child remains on school grounds more than one hour after the conclusion of an extracurricular activity, he or she may be transported to the Sheriff's Department where your child will remain until he/she is picked up by you.

## **TRIPS**

1. The Code of Student Conduct applies to school trips.
2. For any trip, additional specific agreements and rules will be arranged by the administration and chaperones, with written copies to be read and signed by each student and his or her parent or legal guardian prior to the beginning of the trip.

## **SEARCH AND SEIZURE**

Your child is protected from unreasonable search and seizure as guaranteed in the Fourth Amendment of the United States Constitution. The school authorities reserve the right to search lockers and personal belongings when there is reasonable suspicion that property will be found which violates school rules and regulations, or may be harmful to the school or pupils. Such a search should be made in the presence of a witness. A search warrant should be obtained if the police are to work with school authorities for a possible criminal prosecution of specific individuals. **Should a search of the school due to threat (such as a bomb threat or weapon) be necessary, this search will be conducted under the direction of the Principal in cooperation with the appropriate law enforcement agency.**

## **ACCEPTABLE COMPUTER SYSTEM USE**

**File: IIBEA-R/GAB-R**

All use of the Prince Edward County School Division's computer system shall be consistent with the School Board's goal of promoting educational excellence by facilitating resource sharing, innovation and communication.

The term computer system includes hardware, software, data, communication lines and devices, terminals, printers, CD-ROM devices, tape drives, servers, mainframe and personal computers, the internet and any other internal or external network.

**Computer System Use-Terms and Conditions:**

1. **Acceptable Use.** Access to the Division’s computer system shall be (1) for the purposes of education or research and be consistent with the educational objectives of the Division or (2) for legitimate school business.

2. **Privilege.** The use of the Division’s computer system is a privilege, not a right.

3. **Unacceptable Use.** Each user is responsible for his or her actions on the computer system. Prohibited conduct includes but is not limited to:

- using the network for any illegal or unauthorized activity, including violation of copyright or contracts, or transmitting any material in violation of any federal, state or local law.
- sending, receiving, viewing or downloading illegal material via the computer system.
- unauthorized downloading of software.
- downloading copyrighted material for unauthorized use.
- using the computer system for private financial or commercial purposes.
- wastefully using resources, such as file space.
- gaining unauthorized access to resources or entities.
- posting material created by another without his or her consent.
- using the computer system for commercial or private advertising.

- submitting, posting, publishing or displaying any obscene, profane, threatening, illegal or other inappropriate material.
- using the computer system while access privileges are suspended or revoked.
- vandalizing the computer system, including destroying data by creating or spreading viruses or by other means.
- intimidating, harassing, or coercing others.
- threatening illegal or immoral acts.

4. **Network Etiquette.** Each user is expected to abide by generally accepted rules of etiquette, including the following:

- Be polite.
- Users shall not forge, intercept or interfere with electronic mail messages.
- Use appropriate language. The use of obscene, lewd, profane, lascivious, threatening or disrespectful language is prohibited.
- Users shall not post personal information other than directory information as defined in Policy JO Student Records about themselves or others.
- Users shall respect the computer system's resource limits.
- Users shall not post chain letters or download large files.
- Users shall not use the computer system to disrupt others.
- Users shall not modify or delete data owned by others.

5. **Liability.** The School Board makes no warranties for the computer system it provides. The School Board shall not be responsible for any damages to the user from use of the computer system, including loss of data, non-delivery or missed delivery of information, or service interruptions. The School Division denies any responsibility for the accuracy or quality of information obtained through the computer system.

The user agrees to indemnify the School Board for any losses, costs or damages incurred by the School Board relating to or arising out of any violation of these procedures.

**6. Security.** Computer system security is a high priority for the school division. If any user identifies a security problem, the user shall notify the building principal or system administrator immediately. All users shall keep their passwords confidential and shall follow computer virus protection procedures.

**7. Vandalism.** Intentional destruction of or interference with any part of the computer system through creating or downloading computer viruses or by any other means is prohibited.

**8. Charges.** The School Division assumes no responsibility for any unauthorized charges or fees as a result of using the computer system, including telephone or long-distance charges.

**9. Electronic Mail.** The School Division's electronic mail system is owned and controlled by the School Division. The School Division may provide electronic mail to aid students and staff in fulfilling their duties and as an education tool. Electronic mail is not private. Students' electronic mail will be monitored. The electronic mail of staff may be monitored and accessed by the School Division. Unauthorized access to an electronic mail account by any student or employee is prohibited. Users shall be held personally liable for the content of any electronic message they create. Downloading any file attached to an electronic message is prohibited unless the user is certain of that message's authenticity and the nature of the file.

**10. Enforcement.** Software will be installed on the division's computers having Internet access to filter or block internet access through such computers to child pornography and obscenity. The online activities of users may also be monitored manually.

**Any violation of these regulations shall result in loss of computer system privileges and may also result in appropriate disciplinary action, as determined by School Board policy, or legal action.**

Adopted: February 2, 2000 Revised: August 8, 2001; February 2, 2005; October 7, 2009

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Legal Refs: 18 U.S.C. §§ 1460, 2256.  
47 U.S.C. § 254.

Code of Virginia, 1950, as amended, §§ 18.2-372, 18.2-374.1:1, 18.2-390, 22.1-70.2 and 22.1-78.

Guidelines and Resources for Internet Safety in Schools, Virginia Department of Education (Second Edition October 2007)

Cross Refs: GCPD Professional Staff Members: Contract Status and Discipline  
GDPD Support Staff Members: Contract Status and Discipline  
JFC Student Conduct  
JFC-R Standards of Student Conduct

Agreement, this policy, or accompanying regulation may result in loss of computer system privileges, disciplinary action, and/or appropriate legal action.

The School Board is not responsible for any information that may be lost, damaged or unavailable when using the computer system or for any information retrieved via the Internet. Furthermore, the School Board will not be responsible for any unauthorized charges or fees resulting from access to the computer system.

The Division Superintendent shall submit to the Virginia Department of Education this policy and accompanying regulation biennially.

Adopted: February 2, 2000 Revised: August 8, 2001; September 13, 2006; October 7, 2009

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Legal Refs: 18 U.S.C. §§ 1460, 2256.  
47 U.S.C. § 254.  
Code of Virginia, 1950, as amended, §§ 18.2-372,  
18.2-374.1:1, 18.2-390, 22.1- 70.2, and 22.1-78.

Cross Refs.: GCPD Professional Staff Members: Contract Status and Discipline  
GDPD Support Staff Members: Contract Status and Discipline  
JFC Student Conduct  
JFC-R Standards of Student Conduct

# ACCEPTABLE COMPUTER SYSTEM USE AGREEMENT

**Each employee must sign this Agreement as a condition for using the School Division's computer system. Each student and his or her parent/guardian must sign this Agreement before being granted use of the School Division's computer system. Read this agreement carefully before signing.**

Prior to signing this Agreement, read Policy and Regulation GAB/IIBEA, Acceptable Computer System Use. If you have any questions about this policy or regulation, contact your supervisor or your student's principal.

I understand and agree to abide by the School Division's Acceptable Computer System Use Policy and Regulation. I understand that the School Division may access and monitor my use of the computer system, including my use of the internet, e-mail and downloaded material, without prior notice to me. I further understand that should I violate the Acceptable Use Policy or Regulation, my computer system privileges may be revoked and disciplinary action and/or legal action may be taken against me.

Student/Employee Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Grades 1-4)

I have read this Agreement and Policy and Regulation GAB/IIBEA. I understand that access to the computer system is intended for educational purposes and the Prince Edward County School Division has taken precautions to eliminate inappropriate material. I also recognize, however, that it is impossible for the School Division to restrict access to all inappropriate material and I will not hold the School Division responsible for information acquired on the computer system. I have discussed the terms of this agreement, policy and regulation with my student.

I grant permission for my student to use the computer system and for the School Division to issue an account for my student.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_  
(Please Print)

**PARENTAL STATEMENT OF RECEIPT OF SCHOOL BOARD'S STANDARD OF STUDENT CONDUCT**

I am the parent of the below-named child and, by my signature, I acknowledge that I have received a copy of the Prince Edward County School Board's Standards of Student Conduct.

By signing this Statement of Receipt, I do not waive, but do expressly reserve any rights protected by the Constitutions or laws of the United States or the Commonwealth of Virginia. I further understand that I have the right to express disagreement with the school's or school division's policies or decisions.

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Date

Signature of Parent/Guardian

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Name of Student

**NOTICE TO PARENT**

By signing the above statement of receipt, you shall not be deemed to waive, and you expressly reserve, your right protected by the Constitutions or laws of the United States or the Commonwealth of Virginia, and you have the right to express disagreement with the school's or school division's policies or decisions.

THIS FORM MUST BE SIGNED BY A PARENT AND TURNED IN TO THE HOMEROOM TEACHER.