

Parents of K – 5<sup>th</sup> grade students: please sign the form below and return at registration  
(Preschool students will not use library computers and will check out books only when a parent is present.)



## The International School Library Media Center Acceptable Use Policy

**Equipment Use:** Students are expected to be careful when using computer equipment and to follow all directions for proper use. Any student who does not use the computer equipment properly or deliberately damages the computer equipment will receive consequences to be determined by the school, including being required to pay for damaged equipment.

**Internet Use:** All students are limited to sites selected by school staff that are of educational value and support the curriculum. Grade 4 and 5 students are allowed the extra privilege of conducting supervised research on classroom assignments.

Students may not:

- ) Access personal email, game websites, YouTube, iTunes, or other entertainment websites without the permission and supervision of a staff member
- ) Give out personal information such as name, phone number, address, or email address
- ) Agree to meet someone they met on the Internet
- ) Enter or access any inappropriate or unethical websites or chatrooms
- ) Use inappropriate language
- ) Knowingly use copyrighted materials
- ) Threaten or harass any individual(s) using the Internet
- ) Download any pirated or illegal software

**Consequences of Misuse:** Students not complying with these rules may receive disciplinary consequences including limited or no access to technology for a specified amount of time.

Parents are the ultimate authority on what is or is not appropriate for their child and are encouraged to communicate directly with their child about any limitations they wish to place on his/her reading, and to ask the librarian for recommended alternatives to materials they consider unsuitable for their child. Please see the Library Media Center's Policies document at <http://www.intlschool.org/parent/multicultural-library-media-center/> for more information.

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I understand that my child will be using The International School Library Media Center during the 2008-2009 school year. My child will be borrowing books and using expensive equipment and computers with supervised access to the internet to use the library catalog, research databases and library web page. I understand that it is my responsibility to pay for any library materials my child may lose or damage, or for any damage to media center equipment during the school year.

I understand and agree to the above policy.

- My child has permission to check out materials from the library.
- My child does not have permission to check out materials from the library without a parent/guardian present.

Parent Name (printed) \_\_\_\_\_ Student Name (printed) \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_