

**STAFF USE OF COMPUTERS AND INTERNET RESOURCES**

The Maine Educational Center for the Deaf and Hard of Hearing/Governor Baxter School for the Deaf (MECDHH/GBSD), hereinafter referred to as the “Board”, believes that the use of the computers in instructional programs is an educational tool which facilitates communication, innovation, resource sharing and access to information. Due to the complex nature of accessible networks and magnitude of potential information available to staff utilizing computers and the Internet, the Board believes strict guidelines in the form of administrative procedures are warranted in order to reduce or limit potential negative effects. The global and fluid nature of the Internet network’s contents make it impossible for the Board to completely regulate and monitor the information available to staff. Thus, the board makes no guarantees regarding the information which staff may receive via the Internet.

Staff utilizing the computers and the Internet shall comply with administrative procedures regarding computers and Internet use. The Board authorizes the Executive Director or designee the right to monitor all computer and Internet activity by staff. Privacy is not guaranteed. The school administration will establish procedures that will ensure no unreasonable restriction of student communication with parents/guardians.

In addition, use of computers and the Internet is a privilege, not a right. As such, staff violating this Board’s policy/administrative procedure shall be subject to revocation of privileges and potential disciplinary and/or appropriate legal action.

Staff shall be required to sign a form acknowledging that they have received, read, understand and agree to the Board’s policy/administrative procedures on access to the computers and the Internet.
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**Adopted: March 11, 1999**

**Edited for school name: January 2014**