

PLAINVILLE PUBLIC SCHOOLS

WEB PUBLISHING POLICY

- **Educational Value**—All published material must have educational value and support the School District goals, guidelines, mission statement and policies.
- **Web Content**—All web content must be appropriate, accurate and complete and is overseen by the Webmaster in the School District. The content will be reviewed prior to posting to the website.
- **Protect Privacy**—At no time shall any student's personal information such as home address, phone number or e-mail address appear on the Internet. No name will be associated with student's photograph or student's class project for web publishing.
- **Student Safety**—A stranger should never be able to connect a student's name with his/her face. Pictures of students or activities of students that are taken from a distance may be posted to the Internet. However, close-up pictures or pictures of students who can be easily identified from a distance will not be posted to the Internet without parental permission due to the security and safety of the student (A web publishing permission form needs to be signed by the parents).
- **Copyright Laws**—Adhere to all copyright laws. Anyone wishing to use the materials on the Plainville Public School website or any other website is under obligation to obtain permission of the webmaster or the person who created the materials.
- **Content Monitoring/Auditing**—Regularly monitor your web page for appropriateness, quality, and educational value. Test your web page prior to submission using the minimum Internet speed connection (such as 56K dial-up modem) and lowest browser version (such as version 3.0) so that others with minimum connection may have access to the web page.

Approved: December 17, 2002
 January 21, 2003