

## PROCEDURE FOR INTERNET PROTECTION

The following procedures are in place to enable Pitt County Schools to comply with the Children's Internet Protection Act (CIPA).

### I. Filtering Internet Content

Pitt County Schools uses a filtering system, which is designed to filter and block sites that contain obscene material, pornography, and material that may be considered harmful to minors. Other sites that are considered harmful to minors can be brought to the attention of the district MTAC committee, or appointed representative, for consideration to be blocked and filtered.

### II. User Responsibility

The use of a filter does not diminish the user's personal responsibility for appropriate use of the network. (Refer to Board Policy 7.028 – Employee Acceptable Use Policy and 10.213 – Student Acceptable Use Policy.)

No filtering software is infallible. Staff supervision of students while on the Internet is the best filter available. Users should report access to inappropriate sites immediately to the school's tech liaison, providing the URL to the inappropriate site and reason the site should be blocked. The tech liaison will submit a Block Request through the Pitt County Schools help desk. The district MTAC committee, or appointed representative, will review the site and render a decision. District staff will attempt to respond immediately, but no later than 5 business days.

### III. Procedure to Request Release of Web Site

Pitt County Schools attempts to make sites available that will enhance the educational opportunities for students and staff. When sites are blocked, staff will often find that alternative sites will serve the same educational purpose. Occasionally school personnel may wish to access an educational site that is filtered or blocked –it is possible for an innocuous site to be blocked because of a title or a line of text in the site. Should our filtering software block a site that is needed for instructional purposes, a staff member should notify the tech liaison in his/her school as soon as possible. The staff member should fill out the Unblock Request Form (Refer to Board Policy 2.501-E) and supply the URL of the blocked site as well as the reason why the site is needed. The tech liaison will retain and file the signed and completed request form and submit an Unblock Request through the Pitt County Schools help desk. The designated MTAC committee, or appointed representative, will review the site and render a

decision. The district staff will attempt to respond within 5 business days of the request.

**IV. Instruction and Delivery of Internet Safety and Digital Citizenship Curriculum**

To insure consistency in the education of Internet safety, the district will provide the content and curriculum. Each school will be responsible for implementing the curriculum and educating the students on appropriate Internet use and safety.

**Last Revision/Adoption:** June 21, 2004

**Legal References:** Children's Internet Protection Act (CIPA)

**Cross References:** None