

DISTRICT WEB PAGE POLICY

The availability of the Internet in Lancaster Schools provides an opportunity for students and staff to contribute to the School District's presence on the World Wide Web. The District's Web Site provides information to the world about school curriculum, instruction, school-authorized activities, and other general information relating to our school's and our district's missions. Creators of the web pages need to familiarize themselves with and adhere to the following policies and responsibilities. Failure to follow these policies or responsibilities may result in the loss of authoring privileges and/or other stringent disciplinary measures.

Content and Standards

All web page material must have prior approval before posting to the web site. District technology staff, along with school administration, is responsible for web page approval.

Subject Matter

All subject matter on web pages should relate to curriculum, instruction, school-authorized activities, general information that is appropriate and of interest to others, or it should relate to the School District, or the schools within the district. Therefore, neither staff nor students may publish personal home pages as part of the District Web Site, or home pages for other individuals or organizations not directly affiliated with the district. Staff or student work may be published only as it relates to a class project, course, or other school-related activity.

Quality

All web page work must be free of spelling and grammatical errors. Documents may not contain objectionable material or point (link) directly to objectionable material. District technology staff and/or school administration will determine the appropriateness of web page material.

Ownership and Retention

All web pages on the district's web server are the property of the Lancaster School District. Web pages will be deleted when a student graduates or moves, unless prior arrangements have been made with the district technology staff or school administration.

Guidelines

1. Published email addresses are restricted to staff members or to a general group email address where arriving email is forwarded to a staff member.
2. Decisions on publishing student pictures (video or still) and audio clips are based on the supervising teacher's judgment. The teacher must first check with the district technology staff to determine if the student's parents/guardians have objected to such publication.
3. Concern about the content of any page(s) created by students or staff should be directed to the district technology staff or school administration.

School Board Policies

All documents on the Lancaster School District's web server must conform to the School Board Policies and regulation as well as established school guidelines.

Approved: May 10, 2000