

**Boulder Valley School District**  
**Appropriate Use of the Internet**  
**Grades K- 5**

The Internet can be a powerful teaching and learning tool for all ages. However, because the Internet contains a great deal of inappropriate information, Boulder Valley School District has instituted blocking software for all grade levels and has developed the attached matrix of appropriate use for kindergarten through fifth grade classrooms. These procedures are designed to serve as guidelines for teachers using the Internet to support their curriculum. As with any learning tool, students must have *appropriate instruction* on using the tool. Teachers must use their *professional judgment* to make instructional decisions based on their own knowledge and the developmental level of each individual child.

There are five rules established by the district for *K- 5 Internet use* **that must be followed in all cases** (including after school activities):

- **All use of BVSD's Internet must be used to support school work**, or other formal education or community service involvement;
- **All Internet use by students must be supervised by adults** (the student should have permission to use the Internet and **an adult must be present in the same room**).
- **Students should never type their own or anyone else's personal information** into a URL (i.e., name, address, phone number), within a browser and/or inside a client application on the Internet unless they are using an approved BVSD or curriculum-driven application under the supervision of an adult.
- **All students must sign and have their parent/guardian sign the Acceptable Use of Technology Agreement** in order to use the Internet. (Students who are approved to use district technology will have the technology access field on Infinite Campus set to "yes")
- **All staff, including long-term substitute teachers, paras, and volunteers must sign an Acceptable Use Agreement with the District** to use the Internet.

Remember, as educators it is our responsibility to make sure that this tool (the Internet) is used in a safe and directed environment with students and **should never be used as a "reward" or as a "free time" activity**.

The attached table of activities on the Internet is a guideline for appropriate use by grade level. Activities marked "**possible**" are dependent on: having the technology access field on Infinite Campus set to "yes," the teacher's familiarity with the Internet, and individual school preferences.

# Appropriate Use of the Internet for B.V.S.D

## Grades K-5 Version 3.2d revised draft

Please keep in mind that, **in all cases**, student use of the Internet must be **directly related to curriculum work** and done with the **supervision of an adult**. The Internet should never be used as a reward, "free time," or play activity.

Specific Use of the Internet	Grade Level					
	K	1st	2nd	3rd	4th	5th
Students' guardians sign the BVSD Acceptable Use Policy (AUP)	always	always	always	always	always	always
Students use bookmark lists built or approved by teachers	possible <sup>1</sup>	possible <sup>1</sup>	possible <sup>1</sup>	yes	yes	yes
Students search directories meant for children (teacher directed)	possible <sup>1</sup>	possible <sup>1</sup>	possible <sup>1</sup>	yes	yes	yes
Students build their own bookmark lists	no	no	possible <sup>1</sup>	yes	yes	yes
Students browse web pages meant for children (teacher directed)	possible <sup>1</sup>	possible <sup>1</sup>	possible <sup>1</sup>	yes	yes	yes
Students use the web for research related projects (e.g. using Google)	no	no	possible <sup>1</sup>	yes	yes	yes
Students use teacher-designed educational web pages	possible <sup>1</sup>	possible <sup>1</sup>	possible <sup>1</sup>	yes	yes	yes
Students contribute to class or school web pages/publication	possible <sup>1</sup>	possible <sup>1</sup>	possible <sup>1</sup>	yes	yes	yes
Students build their own web pages	no	no	no	no	possible <sup>1</sup>	possible <sup>1</sup>
Students participate in teacher-directed class e-mail projects	possible <sup>1</sup>	possible <sup>1</sup>	possible <sup>1</sup>	yes	yes	yes
Students use a class e-mail account	no	no	possible <sup>1</sup>	possible <sup>1</sup>	yes	yes
Students use their own e-mail account	no	no	no	no	possible <sup>1</sup>	possible <sup>1</sup>
Class participates in (teacher-directed & supervised) blogs or chats	no	possible <sup>1</sup>	possible <sup>1</sup>	possible <sup>1</sup>	possible <sup>1</sup>	possible <sup>1</sup>
Teachers and substitutes sign the BVSD AUA agreement	always	always	always	always	always	always
Teachers preview sites and links before sharing them with students	always	always	always	always	always	always
Substitute teachers use the Internet with classes only if indicated in lesson plan	possible <sup>1</sup>	possible <sup>1</sup>	possible <sup>1</sup>	possible <sup>1</sup>	possible <sup>1</sup>	possible <sup>1</sup>

<sup>1</sup> "**possible**" signifies that Internet use should be dependent upon: the educator's familiarity with the Internet, individual school usage preferences, and required close supervision by adults

Document: **K-5 Rubric: Appropriate and Safe Use of the Internet**

Process Overview

- Retained process consultant (retired educator)
- Jointly reviewed previous documents and pending state legislation
- Updated rubric and letter based on current practice, new technology developments, and pending legislation
- Interviewed I.T. staff, principals, teacher focus group, and select administrators to obtain feedback
- Matched safety rubric against published elementary level technology guidelines
- After updating the document, reviewed with all BVSD librarians, HS Business Ed teachers, and middle school computer teachers
- Revised based on feedback
- Revised and reorganized based on clarity and presentation standards
- February review by middle school and elementary contacts
- Review by Ed Programs leadership team
- Review by BVSD Internet Advisory Committee