



Girls Incorporated of St. Louis Internet Use Policy

Availability of Internet Access

Girls Incorporated offers access to the Internet during programming hours as well as during unstructured time at the beginning and end of the program day like homework help time.

Disclaimer Notice

During computer access times, Girls Inc. staff are on hand to help with girls' questions and generally oversee computer use. However, the girls operate the individual workstations themselves. Girls Inc. has control over the availability of websites, we have firewall set up to block certain sites.

Members are responsible and accountable for following all rules and policies when using Girls Inc. computers. It should also be noted that Girls Inc. Network Manager will review files and communications to ensure that members are using the network and equipment properly. Members and parents should not expect that information stored or displayed on Girls Inc. machines will be private.

Girls Inc. will not provide e-mail accounts or access to members unless part of a specific exchange program with another agency. Members who have personal e-mail accounts from another source may access those accounts from Girls Inc. computers only with prior parent/guardian permission.

Internet Safety Instruction

Girls Inc. will offers introductory instruction for all members on appropriate use of the Internet and related safety practices. The instruction will cover Girls Inc.'s policies as well as offer examples of useful and age-appropriate online resources for the girls to consider accessing.

Parents are strongly encouraged to stay in touch with their child's online activities -- discuss what is being seen or done online and, when possible, explore the web together.

Internet Use Rules and Regulations

1. Before accessing the Internet, users must agree to the Girls Inc. Internet Use Policy, sign the User Agreement, and have a parent/guardian sign the Internet Parent Permission Form.
2. Members may directly access the Internet. Girls Inc. staff will encourage members to access educational / age-appropriate sites. Children might read or see

offensive material. By signing the Parent Permission Form, parents assume responsibility for their children's Internet use.

3. The following uses of Girls Inc. computers and Internet access are prohibited:
 - a. No Eating or Drinking in the Computer Lab at any time.
 - b. Accessing or transmitting any material which is deemed unlawful, or otherwise inappropriate for children
 - c. Using the Internet in any other illegal manner (bullying, hacking, releasing viruses, etc.)
 - d. Altering or damaging Girls Inc. software, hardware or data
 - e. Unauthorized software installation
 - f. Accessing (or attempting to access) unauthorized files, passwords, etc.
 - g. Providing Internet access to an unauthorized user
 - h. Unauthorized downloading or copying of information or software
 - i. Using the Internet in ways not authorized by parent/guardian
 - j. Not complying with instructions given by Girls Inc. staff

Violations of Policy

Any violation of Girls Inc.'s rules and policies regarding Internet use, as well as other program rules, and applicable government laws shall be reviewed individually by case. Any violations of these rules and policies may result in the loss of Internet and possibly computer privileges.



Girls Incorporated of St. Louis

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INTERNET USE PARENT PERMISSION FORM

I hereby acknowledge receipt of the Internet Use Policy of Girls Incorporated of St. Louis. I have read and understand its terms and conditions and agree as it pertains to my child _____. I understand that the organization may change the provisions of the Internet Use Policy at any given time.

Parent/Guardian Signature: _____ Date: _____

USER AGREEMENT

I, _____ agree to the terms of Girls Inc.'s Internet Use Policy. I understand that I am responsible for following the rules for using the Internet and the computer room. I am also responsible for following any instructions I receive from Girls Inc. staff. I understand that I should not give out my personal information online (my full name, address, phone number, etc.). I also understand that I should ask a staff person for help whenever I have a problem or question about my computer or Internet use. I agree that if I do not follow the rules or instructions, I may lose my privilege of using the Internet and possibly all computer use at Girls Inc.

Member signature: _____ Date: _____