



## GUILFORD COUNTY SCHOOLS WEB TOOLS GUIDELINES

- Do not post any student information that is confidential. Abide by the rules set forth by the Family Education Rights and Privacy Act (FERPA), found at:

<http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

- Protect students from inappropriate internet content by following the rules set forth in the Children's Internet Protection Act (CIPA), found at:

<http://www.fcc.gov/cgb/consumerfacts/cipa.html>

- Photographs of students may not be posted without permission from the parent or guardian. If photos appear, complete student names (first and last) should **NOT** be used. Use first names or generic names such as "second grader".
- Do not post personal information including email, phone numbers, addresses, etc.
- Follow all copyright and fair use laws. Student work is copyrighted material and may not be knowingly reproduced or copied without written permission by the student.
- All web 2.0 tools should only be used if they add educational value of your class.
- Any electronic medium hosted on public site (not owned or subscribed by GCS) cannot post the name 'Guilford County Schools', individual school names, or in any way suggests that it is controlled or endorsed by Guilford County Schools. This includes external websites, blogs, wikis, message boards, etc. Examples are google.com, wikispaces.com, blogger.com, yahoo.com, etc.
- Follow all rules set forth in Guilford County School's Policies EFE and EFE-P found at:

<http://www.gcsnc.com/policies/administrative.htm>