

TROY SCHOOLS INTERNET CONTENT GUIDELINES

1. Unless a parent or guardian requests otherwise to the child's school office, images or names of students (not both) can be used so long as the following is true:
 - A. The student's parent or guardian has not made a request to the school office to restrict Internet posting.
 - B. Pictures and names can not be used together to identify a student (unless written pre-approval is given by parent).
 - C. In the case of sporting events or extra-curricular activities, images with names on shirts or "jersey" numbers can not be posted.
 - D. In the case of large group pictures, it may be acceptable to post names so long as the names are not in order with the image and can not identify an individual.

* If parents declines to accept these guidelines, they should make a request to the child's school office.

2. Material on the Troy School site should be complementary to Troy Schools and shall fall into one of the following categories:
 - o Provides an educational service to the students of Troy Schools.
 - o Provides a service to the staff of Troy Schools
 - o Enhances the communications to and interaction with the parents of Troy Schools
 - o Serves as outreach to the community. For example, it may inform the public of upcoming events and activities or provide information about recent public events, meetings or activities. This material should be similar in content to what is traditionally communicated through local news media.
 - o Demonstrates the completion of a student or class project.
3. All web pages should be void of any photos, text or references to profanity/inappropriate language, sexually explicit content, tastelessness, alcohol and drug use, nudity, crime and violence.
4. Web pages should not contain any content that is in violation of copyright laws.
5. Web pages should not link to any other sites that are in violation of any Troy Schools Internet Content guidelines. All links should be well researched and should enhance the value of the content.
6. No web page shall link to a site outside the district that implies that it is in any way related to Troy City Schools, or could be construed to be related, especially by use of the Troy Schools' name, images, or other content.
7. The location of web pages within the Troy Schools site should be appropriate with the content. Materials relevant to a building should be available from that building's web page.
8. All email addresses referenced should be school addresses. They should not be personal or student addresses.
9. All pages should (but not required) include the following:
 - o Creator's name or sponsoring teacher
 - o Last date the page was updated
 - o A link to the TCS home page
 - o A link to the building home page