

Acceptable Use Policy

Internet access is required for students that take courses with the PVS. Access must be used in a responsible, safe, ethical and legal manner. This document is the Acceptable Use Policy of the Polk Virtual School.

The completion of registration processes and on-line agreements indicates that the parties who have agreed through computer registration processes have read the following rules carefully and understand their significance.

- Students are responsible for good behavior on the computer network, just as they are in the classroom. Always use a computer in a way that shows consideration and respect. You are not to use obscene, profane, threatening or disrespectful language. These actions are illegal.
- Always give credit to others whose work you use. Do not cut, copy or plagiarize internet work or the work of online classmates.
- Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem notify a system's administrator.
- Think about the social consequences of any program you write. Never create harmful computer viruses. These actions are illegal.
- Email is not private. Never say anything via email that you wouldn't mind seeing on the school's bulletin board.
- Use caution with respect to email messages from anyone, particularly adults asking you for personal information, attempting to arrange meetings, or engaging in personal contact. Disclose to your teacher any message you receive that is inappropriate.
- Any sending of unsolicited email to your online classmates is prohibited. Email with your online classmates should be of a course-related nature only.
- Protect your password, keep it secret.
- PVS assumes no responsibility for any phone charges, line costs or usage fees for connectivity to the Internet.
- Users are subject to all local, state and federal laws. PVS administrators will cooperate fully with local, state or federal officials in any investigation related to illegal activity conducted through Internet access. In the event there is a claim that you have violated this policy, you will be provided with notice of the suspected violation and have an opportunity to present an explanation. Any violation may result in removal from PVS as well as other disciplinary or legal action.

PARENT SECTION:

As the parent or legal guardian of the student above, I understand that is impossible for PVS to monitor student access to controversial material while using the Internet and that I accept responsibility if and when my child's Internet use is not in a school's setting. The student also understands that if he/she violates PVS policies and/or the Code of Conduct of his/her fulltime school, his/her enrollment may be terminated and he/she may face other disciplinary measures. Please sign below to attest that you have read and agree to the PVS Student Contract and Drop Policy

Student Contact and Drop Policy

Only through continuous communication can students be successful in an online course. Within each course, the instructor outlines the weekly minimum work requirements. It is essential that the student and instructor maintain regular contact. To ensure that our students are aware of the commitment, the process below will be followed:

- Attendance is taken via student logon records.
- If the student does not submit the expected number of assignment(s) within a period of five (5) consecutive days, the student and parent will receive an email notifying them of the student's unacceptable pace for submitting assignments.
- If the student does not respond to the email by submitting assignments within twenty-four hours, the instructor will make a telephone call to the student/parent.
- If missing assignments are not completed within twenty-four hours of the telephone call to the student/parent, PVS will assume that the student does not intend to remain in the course and the student will be administratively dropped from the course with a grade of "F."
- The parents and student will receive a Final Grade Report notifying them that the student has been dropped from the course with a grade of "F."
- Students may drop a course within the first 21 consecutive days of the course (including weekends and holidays) with no grade penalty.
- An official final grade report will be mailed to the student and his/her school upon completion of the course and the return of the course materials to PVS.
- Student may need to demonstrate mastery of critical first semester prerequisite skills/knowledge before beginning second semester course work of a one-credit course. Student agrees to do remedial/review work, as directed by the course instructor, in order to gain mastery of identified course skills.