

# Sample Letter to Parents or Guardians

*Nancy Willard*

The school district is pleased to announce the establishment of Internet services for its students. This letter describes the Internet services. Attached are the following documents:

*(could include the following:)*

- Description of the various levels of student access through the system
- District Internet Use Policy
- Student Individual Account Agreement (for secondary students only)
- Parental Request to Restrict Access form
- Brochure discussing child safety on the Internet (available from National Center for Missing and Exploited Children 1-800-843-5678)
- Schedule of Internet Informational Meetings

The Internet is a global network that will provide your child with access to a wide range of information from throughout the world. Your child will also be able to communicate with people from throughout the world. Use of the Internet for educational projects will assist in preparing your child for success in life and work in the 21st Century.

It is possible that your child may find material on the Internet that you would consider objectionable. The District Internet Use Policy restricts access to material that is inappropriate in the school environment. Although your student's use of the Internet will be supervised by staff, we cannot guarantee that your child will not gain access to inappropriate material. There may be additional kinds of material on the Internet that are not in accord with your family values. We would like to encourage you to use this as an opportunity to have a discussion with your child about your family values and your expectation about how these values should guide your child's activities while they are on the Internet.

(Alternate paragraph if school is using blocking software: It is possible that your child may find material on the Internet that you would consider objectionable. The District Internet Use Policy restricts access to material that is inappropriate in the school environment and we have installed (Name of Software Program) to limits access to inappropriate material. However, the software is not entirely effective in blocking access and, therefore, we cannot guarantee that your child will not gain access to inappropriate material. There may be additional kinds of material on the Internet that are not in accord with your family values. We would like to encourage you to use this as an opportunity to have a discussion with your child about your family values and your expectation about how these values should guide your child's activities while they are on the Internet.

(Your child may also have access to the district system through dial-up from home. You will be responsible for monitoring your child's activities when he or she accesses the system from home.)

The levels of access to the Internet provided to your child will vary according to the educational purpose and your child's age. The various levels of access are described in the attached document.

You have the option of requesting that your child not be provided with access to the Internet. To exercise this option, please sign the enclosed Parental Request to Restrict Access. You must specifically authorize your child's individual e-mail account. You and your child must sign the enclosed Student Account Agreement to establish an account.

Each school will be holding information meetings which will include a live demonstration on the Internet and the opportunity to explore the Internet on your own. The schedule for these meetings is attached.

Please contact us if you have any questions or concerns.