
[princi_elem] [principals] Process for requesting a website be blocked - Schools

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Sender : princi_elem <princi_elem-bounces@4j.lane.edu>
Subject : [princi_elem] [principals] Process for requesting a website
be blocked - Schools
To : Steve Menachemson <menachemson_s@4j.lane.edu>

Sent to all principals and tech staff

Team,

Please find below the process to follow when requesting a url get blocked. This process was reviewed with your level directors.

Overview:

We do have a CIPA compliant webfilter that is optimized regularly. This will take care of the bulk of nasty content, although this will never be 100%. Looking at this from a school perspective, blocks take affect for all elementary schools and/or all middle schools, and/or all high schools. **We do not block per school.**

How:

When a principal would like to request a url be blocked:

- They should present this need to their cohort of principals.
- Once there is agreement, the request with justification should find its way to the corresponding level director.
- Should additional information be required, I will work with the level director to get it.
- If the level director agrees with your request, they can submit a helpdesk ticket or email me.
- The work will then be scheduled.

Thanks,

Steve

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