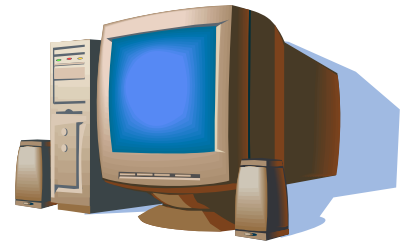


Covington City Public Schools Internet Privacy Statement



INTERNET PRIVACY

The Covington City School Board is committed to complying with the Government Data Collection and Dissemination Practices Act (formerly known as the Privacy Protection Act) and the Virginia Freedom of Information Act. The Covington City School Division shall not collect unnecessary personal information by means of its website, and shall collect only appropriate personal information to the extent necessary to serve its constituents and the community.

Personal information collected and retained by the school division's website will be maintained in compliance with the Government Data Collection and Dissemination Practices Act. Any individual wishing to learn the purpose for which information has been recorded and the particulars of its use and dissemination may contact the Superintendent or the Superintendent's designee regarding this information. Any person wishing to correct, erase or amend inaccurate, obsolete or irrelevant information may do so by procedures established by the Superintendent or the designee.

The school division shall inform the public of any personal information collected through its website by posting the following privacy statement or a link to this privacy statement in a conspicuous fashion at the top of the website home page:

Covington City Public Schools Internet Privacy Policy Statement

The following information explains the Internet Privacy Policy, which the Covington City Public Schools has adopted for its website. The following is intended to explain our current Internet privacy practices, but shall not be construed as a contractual promise. We reserve the right to amend our Internet Privacy Policy Statement at any time without notice.

Virginia law

We protect our records in accordance with our obligations as defined by applicable Virginia statutes, including, but not limited to, Government Data Collection and Dissemination Practices Act, the *Virginia Freedom of Information Act*, and by any applicable federal laws.

Links to other websites

Our website may contain links to other public or private entities' websites, whose privacy practices we do not control.

Information we collect

When you access our website, the routing or client information, and the essential and nonessential technical information listed below, is automatically collected. No other information is collected through our website except when you deliberately decide to send

it to us (for example, by clicking on a link to send us an e-mail). The information you might choose to send us is listed below as "optional information."

Routing, or client, information: the Internet domain and Internet address of the computer you are using;

Essential technical information: identification of the page or service you are requesting, type of browser and operating system you are using, and the date and time of access;

Nonessential technical information: the Internet address of the website from which you linked directly to our website, and the "cookie information" described below;

Optional information: when you send us an e-mail, your name, e-mail address, and the content of your e-mail, and/or when you fill out online forms, all the data you choose to fill in or confirm; and,

Cookies:

Our website does not place any "cookies" on your computer.

Adopted: April 12, 2004

Legal Refs.: Code of Virginia, 1950, as amended, § 2.2-3803(B).

Internet Privacy Guidelines (Final Draft), Virginia Department of Technology Planning.