

ST. ELIZABETH/ST. ROBERT REGIONAL SCHOOL TECHNOLOGY/INTERNET ACCEPTABLE USE POLICY

Technology provides students with access to people and material from all over the world. We believe that information and interaction promotes educational excellence and is consistent with the goals of our school. The Internet does include some material that is not appropriate for students. Efforts are taken to protect students from inappropriate materials with the use of Content Protect Internet filtering software, but it is impossible to completely protect students from material that is not consistent with our goals. Students will use the Internet within an educational activity, such as performing research, developing projects, and disseminating information.

The following rules and consequences will maximize the educational opportunities available to your child, while minimizing the risk of inappropriate use. The use of the Internet is a privilege, not a right. This privilege may be withdrawn if it is not used responsibly. Please discuss the following rules with your child. When you believe your child understands these rules, you and your child may sign and return this form. Your child will then have access to the Internet.

Rules of Responsible Technology Behavior

1. Be polite. Never send messages that are unkind.
2. Respect the rights of others. Do not interfere with anyone's use of technology. Do not access anyone's files without their permission.
3. Use appropriate language.
4. Use of technology is for educational purposes only.
5. Only access places on the computer that the instructor says are acceptable.
6. Recreational games are prohibited unless the teacher gives specific permission. Technology will be used to promote learning of school-related subjects and support activities.
7. Be a responsible Internet citizen. You are not allowed to send or collect obscene, abusive or threatening material or activities supporting racism, sexism or bullying.
8. Help others be responsible citizens. If you see anything or anyone that does not follow these rules, immediately tell the teacher or other adult who is supervising you.
9. Always use the Internet under the supervision of a teacher or other school staff person.
10. NEVER give the address, phone number, or last name of yourself or other students or staff.
11. Keep your password secure. Do not share your password with others. A student should never attempt to log onto a computer under any username except for his/her own.
12. The only people who should know a student's password are the student, the parent, and teachers.
13. If a student believes his/her password has been compromised, he should talk to his homeroom teacher immediately. The teacher will be able to make the best decision regarding how to proceed.
14. Promethean boards should only be used by students when a teacher is present.
15. Any tampering with computer hardware is not allowed. This includes, but is not limited to, tampering with the keyboard, tampering with the monitor settings, and defacing, damaging, or vandalizing any equipment. Headphones are available in both labs, and students are expected to take good care of them.
16. Students are blocked from certain system settings (i.e. printers, desktop background, themes, etc.) to ensure availability of our computer resources. Students should never attempt to bypass these limits and should realize that these limits are not all inclusive. Generally, if the student has a question about what is acceptable to do while using technology, he/she should ask the instructor.
17. Adjusting the computer equipment for comfortable use, such as monitor position, is encouraged. However, a student should always leave their workstation in the exact way that he/she found it.
18. In the event that a student finds a problem with a piece of computer equipment, he/she should tell the instructor immediately. The instructor can then relay the information to our Technical Services Team.
19. Students are not allowed to touch teacher computers at any time.
20. The use of external storage, such as CD's, flash drives, and portable hard drives is allowed with teacher permission.

21. Students should only print when instructed by their teacher. To help our environment and budget, we want to save paper whenever possible at SESR. Thus, whenever possible, students should duplex their printed assignments (print on both sides of the paper). Often, teachers will not require a paper copy of work, and students can turn things electronically.
22. Follow the rules of the school and local, state and federal law.
23. School technology may not be used for commercial, profit-making activities, except as specifically agreed to by the school.

Required Signatures

PARENT OR GUARDIAN

I have read this contract.

I understand the use of technology is for educational purposes.

I understand it is impossible for SESR to fully restrict access to controversial or inappropriate materials.

I will not hold the school responsible for material acquired on the Internet.

I will report any misuse to the teacher or principal.

I give my permission for my child to have supervised access to the Internet.

I understand that if my child does not follow the rules, school &/or legal action may be taken.

Inappropriate use is defined as using the Internet in any way that is contrary to school policy or local, state and federal law.

If your child violates any rules, he/she may be subject to any one or all of the following consequences:

1. Infraction and/or loss of computer privileges
2. Suspension from class
3. Suspension from school

Student art work/writing/photo/video may be considered for publication. This may include publication on the Internet as part of our school's web site or other media during this school year. No student's full name, home address, telephone number, or email will be published on school web pages. Group student photos can be published showing students working on projects and other activities. First names can be published with those photos. Students will not be identified by full name on any photo.

Parent/Guardian Name (please print) _____

Parent/Guardian Signature _____

Date _____

STUDENT CONTRACT

I understand the 23 rules of using technology at school.

I agree to the SESR rules and consequences of technology use.

If I feel uncomfortable with any information I see, I will immediately tell the teacher or the adult who is in charge.

Student Name (please print) _____

Student Signature _____

Date _____

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