

Saint John the Apostle School

Acceptable Use Agreement Policy for Technology 2020-2021

Saint John the Apostle School is committed to providing the finest opportunity for students to learn. Saint John the Apostle School provides its employees and students with access to its electronic communication system (“system”), which includes Internet access. The electronic retrieval of vast amounts of useful information has become available through the Internet. Recognizing that the Internet is neither a regulated or policed entity, Saint John the Apostle School requests that students agree to use this resource of information as an aid in the learning process according to the regulations set forth below.

Students and their parents/guardians are required to sign the following Acceptable Use Agreement Policy for Technology prior to using the system.

I agree to abide by the following regulations:

1. Personal Safety

- a. I will not give out personal information about myself or other people. Personal information includes names, personal addresses, work addresses, school addresses, telephone numbers, etc.
- b. I will not communicate with anyone on-line without permission.
- c. I will tell my teacher or other school employees right away of any message I receive that is inappropriate or makes me feel uncomfortable.
- d. I will not respond to any inappropriate messages.

2. Illegal Activities

- a. I will not attempt to gain unauthorized access to the Saint John the Apostle School system or to log in through another person’s account or access another person’s files. These actions are illegal, even if only for the purposes of “browsing”.
- b. I will not make deliberate attempts to disrupt the computer system performance or destroy data by spreading computer viruses through downloading or any other means. These actions are illegal.
- c. I will not use the Saint John the Apostle School system to engage in any other illegal act.

3. System Security

- a. I am responsible for the use of my individual account and I will take all reasonable precautions to prevent others from being able to use my account. Under no conditions should I provide my password to another person.
- b. I will immediately notify the teacher if I identify a possible security problem.

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4. Inappropriate Language

- a. I will not use rude, vulgar, threatening, obscene, or disrespectful language.
- b. I will not post or engage in personal attacks, including prejudicial or discriminatory attacks.
- c. I will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If I am told by a person to stop, I must stop.

5. Respecting Resource Limits

- a. I will use the system only for educational purposes.
- b. I will only download files absolutely necessary for educational purposes after receiving permission.

6. Plagiarism and Copyright Infringement

- a. I will not plagiarize works that I find on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were my own.
- b. I will respect the rights of copyright owners. Copyright infringement occurs when an individual copies a work that is protected by a copyright. If I am unsure whether or not I can use a work, I will ask my teacher.

7. Inappropriate Access to Material

- a. I will not use the Saint John the Apostle School system to access materials that is profane or obscene, that advocates illegal acts, or that advocates violence or discrimination towards other people (hate literature). A special exception may be made for hate literature if the purpose of access is to conduct research and such access is approved by both the teacher and the parent/guardian.
- b. If I inadvertently access such information, I should immediately notify my teacher.

8. Remote Learning

Students who are participating in remote learning must be prepared for school. It is our expectation that students will be dressed, at a desk/table, face full visible on camera with no distracting elements like games or TV turned on. There is no eating during class time. If a child needs to leave their assigned class they should ask permission from the teacher. Students should never share ZOOM or Google links with anyone outside of their class.

Violations

Individuals violating this Agreement or Saint John the Apostle School's Internet Safety Policy shall be subject to the appropriate consequences in accordance with the Student Handbook and other appropriate discipline which includes but are not limited to:

1. Use of the network only under direct supervision;
2. Suspension of network privileges;
3. Revocation of network privileges;
4. Suspension of computer privileges;
5. Revocation of computer privileges;
6. Suspension from school;
7. Expulsion from school and/or
8. Legal action and prosecution by the authorities.

Classroom Teacher Name _____

School Year _____

Student Signature _____ **Date** _____

Student Name _____

I, being the parent/guardian of the above named student, have read and understand the Saint John the Apostle School Acceptable Use Agreement Policy for Technology and the Saint John the Apostle School Internet Safety Policy regarding the use of Saint John the Apostle School's Internet access facilities, and further understand that Saint John the Apostle School cannot ensure the acceptable use of these facilities in spite of its efforts to supervise and guide the students. I give my permission for my child to access the Internet using school facilities. I understand that this access is for educational purposes and I recognize it is impossible for Saint John the Apostle School to restrict access to all controversial materials and will not hold them responsible for materials accessed on the Internet. I will not hold Saint John the Apostle School, its board, administration, faculty, or staff responsible for any violation of this Agreement or the Internet Safety Policy my child might make and will provide guidance for the correct use of this valuable resource. I understand that I shall be held responsible for any cost resulting in my child's misuse of Internet access.

Parent/Guardian (please print) _____

Parent/Guardian (signature) _____ **Date** _____