

## St. Catherine School Acceptable Use Policy / Agreement

It is the intention of St. Catherine School to promote educational excellence by facilitating access to current technologies. In keeping with this intention we encourage our students to participate in all forms of information technology and the opportunities they afford.

The use of computer services at St. Catherine School is a privilege, not a right. Students and school employees are expected to make responsible, ethical and appropriate use of computers and information services at all times. Technology includes network and computer services, use of computers and peripherals, the Internet, campus e-mail and all associated software as well as televisions, overheads and any other electronic devices intended for educational purposes. Students and school personnel should realize that these services are finite and costly and that such things as time, money and hardware are wrongfully appropriated when these technologies are abused.

St. Catherine School holds specific expectations for students and school personnel regarding their use of the school's technology resources, particularly computers before, during and after school in either the computer lab or classroom. The following Rules of Conduct apply to information services.

- \* May only use assigned usernames and passwords and are responsible for keeping them private.
- \* May use equipment and services only for the purposes of educational/school related activity.
- \* Shall report security problems or misuse of the network to the teacher, network administrator or principal.
- \* May not reconfigure or change system settings in any way.
- \* May not unlawfully copy software or private information.
- \* May not use peer to peer file sharing for downloading copyrighted material such as music, videos, or software or violate any copyright laws.
- \* May not access instant messaging software.
- \* Must properly cite all information acquired from electronic sources and used in assignments.
- \* Will be held responsible for all activity conducted on his/her username.
- \* May not access or run unauthorized computer games.
- \* May not send, display or store offensive messages, pictures or documents.
- \* May not harass, attack or insult others or make use of suggestive or obscene language.
- \* May not violate others' intellectual property.

### Use of the Internet

The Internet allows students and staff to interact with millions of computers in a global community. It must be understood that while St. Catherine School has security measures in place to provide protection from objectionable services or content, it is impossible to block all incidences of such material. Computer use is monitored electronically in the lab and in the classroom and St. Catherine School strictly prohibits the voluntary viewing of offensive content. Any violators of this policy will be subject to disciplinary action.

### Acceptable Use Agreement

I have read and understand the Acceptable Use Policy and promise to follow all the rules outlined above.

User Signature \_\_\_\_\_ Date \_\_\_\_\_

I have read and understand the Acceptable Use Policy and have discussed it with my child.

Parent / Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_