

ST. MARY'S SCHOOL
ACCEPTABLE USE AGREEMENT
Access to Networked Information Resources
2016 -2017



ST. MARY'S SCHOOL TECHNOLOGY MISSION STATEMENT

Teachers at St. Mary's School integrate technology throughout the curriculum. By using technology as a tool to create new opportunities for learning, teachers prepare students to model Christian values in a technological world.

THE INTERNET

The Internet - a collection of interconnected computer networks around the world – expands classroom resources by providing access to information, images and even computer software from places otherwise impossible to reach. These resources can yield individual and group projects, collaboration, curriculum materials and idea sharing. Internet access also makes possible contacts with people all over the world, bringing into the school and into the classroom, experts in every content area and students and adults from other nations and cultures.

RESPONSIBILITIES

Internet access will be available throughout the school. With this access come responsibilities. St. Mary's School will provide access to and will integrate a thoughtful use of such information throughout the curriculum and will provide guidance and instruction in the appropriate use of such material in a community setting. Parents and guardians are asked to share in the responsibility of the agreements their children make and the actions they take, as well as setting and conveying the standards their children should follow when using any media or information service. Students are responsible for good behavior on these electronic resources. Appropriate access is the shared responsibility of the school, the student and the family.

USE OF THE INTERNET

Students will follow a structured approach to gaining skills, as outlined in the Archdiocesan Technology Curriculum Guide, which allow them to become independent, responsible users of the Internet. This approach addresses Internet use from an age- and topic- appropriate standpoint.

- Grades K – 4 Internet exposure/use will be on a limited basis. Teachers will actively supervise students' use of the Internet. Students will access Internet resources, which the teacher has previously selected and explored. Teachers will make every effort to ensure that students are directed to sites with age- and topic-appropriate materials and resources.
- Grades 5 – 7 Teachers will supervise and model appropriate use of the Internet. Students will continue to have Internet access under direct teacher supervision; however, students may also experience guided practice, leading toward gaining skills to become an independent, responsible user of the Internet. Teachers will model skills needed to search for information within an area of study, to filter information for

credibility and worth, and to recognize areas of inappropriate information sources or access. Teachers will explore an Internet site before directing students to that site. Teachers will make every effort to ensure that students are directed to sites with age- and topic-appropriate material and resources.

ELECTRONIC MAIL (e-mail)

Through Internet's electronic mail (e-mail) feature, students and staff can telecommunicate with individuals and groups around the world. While each classroom has an e-mail account, students will not be issued personal e-mail accounts within the school. Students will only be able to send or receive e-mail through a classroom account. Students who have e-mail accounts outside the school may not use school resources to access those accounts.

RIGHTS AND PRIVILEGES

The use of Internet resources is a privilege, not a right. Inappropriate use will result in the loss of those privileges and/or disciplinary action by school officials. All activities by all persons while using the Internet in St. Mary's School must be in support of education and research, and be consistent with the educational objectives and moral teachings of the school. All persons accessing the Internet from a school site are responsible for all on-line activities that take place through that access. When using another organization's network or computing resources (such as the Public Library), all persons must comply with the rules appropriate for that organization.

ACCEPTABLE USES

The following actions (which are not exhaustive) constitute acceptable use of the Internet, whether that use is initiated from school or any other site:

1. Research assigned classroom projects.
2. Access and exchange information.
3. Use the Internet solely for educational purposes.

UNACCEPTABLE USES

The following actions (which are not exhaustive) constitute unacceptable use of the Internet, whether that use is initiated from the school or any other site:

1. Sending or displaying offensive messages, pictures, pornography, etc...
2. Using obscene language.
3. Harassing, insulting or attacking others.
4. Damaging computers, computer systems or networks.
5. Violating copyright laws.
6. Using another's password.
7. Trespassing in another's folder, work or files.
8. Wasting limited resources intentionally.
9. Employing the network for commercial purposes.
10. Using an account belonging to another person.

Student and Parent/Guardian Agreements:

Please read and discuss the Acceptable Use Agreement on the previous pages with your student. In accepting this agreement, your student accepts responsibility for using the network in the prescribed and appropriate manner. It is important that you understand these responsibilities as well. Your signatures, indicating that you have read and agree to the guidelines, are necessary before the student will be allowed Internet access.

I have read, or have had read to me, and/or have discussed the Acceptable Use Agreement and agree to use the computer network in an appropriate and responsible manner. I understand that inappropriate use of the network means I will lose my privilege to use computers at school and may face additional disciplinary consequences.

Student Signature: _____ **Grade** _____

Student Signature: _____ **Grade** _____

Student Signature: _____ **Grade** _____

Student Signature: _____ **Grade** _____

Date: _____

I have read and/or discussed the Acceptable Use Agreement with my student and give St. Mary's School permission to allow access to the computer network as prescribed in the agreement. I understand that violation of acceptable use will result in loss of privilege to use computers, as well as other possible disciplinary consequences as prescribed in the school-wide discipline cycle.

Parent/Guardian Signature: _____

Date: _____

Please return this signature page only, to your child(ren) teacher by Friday, August 12, 2016.

Signature Page