

# TECHNOLOGY ACCEPTABLE USE POLICY (TAUP) AGREEMENT

2011/2012

## For Parents and Students

*St. Elizabeth Ann Seton Catholic School* is pleased to offer students access to technology resources for educational purposes. This will include computer hardware, software licensed to the school and internet resources. To gain access to the technology resources, all students must obtain parental permission as verified by the signatures on this agreement.

### Internet

Access to Internet will enable students to explore thousands of libraries, databases, museums, and other repositories of information. FAMILIES SHOULD BE AWARE THAT SOME MATERIAL ACCESSIBLE VIA THE INTERNET MAY CONTAIN ITEMS THAT ARE ILLEGAL, DEFAMATORY, INACCURATE, OR POTENTIALLY OFFENSIVE. While the purpose of the school is to use Internet resources for constructive educational goals, students may find ways to access other materials. We believe that the benefits to students from access to the Internet outweigh the disadvantages. Ultimately, however, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources.

### What is expected?

Students are responsible for appropriate behavior on the school's computer network, just as they are in a classroom or on a school playground. Communications on the network are often public in nature. General school rules for behavior and communication apply. It is expected that users will comply with Archdiocesan standards and the specific rules set forth below. The use of technology resources is a privilege, not a right, and may be revoked if abused. The user is personally responsible for his/her actions in accessing and utilizing the school's technology resources. The students are expected never to access, keep, or send anything that they would not want their parents or teachers to see.

### What are the Rules of Appropriate Use?

**Electronic Communication** – Whether occurring within or outside of school, when a student's use of electronic communication jeopardizes the safe environment of the school or is contrary to Gospel values the student can be subject to the full range of disciplinary consequences including the expulsion of the student.

This policy applies to communications or depictions through e-mail, text messages, blogs, twitters, or web site postings, whether they occur through the school's equipment or connectivity resources or through private communication.

**Personal Safety and Personal Privacy** - Students will not post personal contact information about themselves. Personal contact information includes their address, telephone, school address, etc. This information may not be provided to an individual, organization, or company, including web sites that solicit personal information.

**Social Networking** - Accessing social networking websites, blogs, video sites (e.g. Facebook, MySpace, YouTube, Friendster, tagged, etc., except those used for educational purposes) are off-limits on school property. The use of circumventors to get around school network security is prohibited.

**Illegal copying** - Students should never download or install any commercial software, shareware, or freeware onto network drives or disks. Nor should students copy other people's work or intrude into other people's files. The download/upload of any material in violation of any U.S., State, Board, Archdiocesan, or school policy is prohibited. This includes, but is not limited to, copyrighted materials, threatening, violent, or obscene material, or material protected by trade secret.

**Inappropriate materials or language** – No profane, abusive or impolite language should be used to communicate nor should materials be accessed which are not in line with the rules of school behavior. Use of technology resources for gambling, chain letter communication, unauthorized email, chat or instant message, blogs, and discussion forums, is also prohibited. Should students encounter such material by accident, they should report it to their teacher immediately. A good rule to follow is never view, send, or access materials, which you would not want your teachers and parents to see. Uses of cell phones to transmit unacceptable language and/or photos that are harmful to self, other students, and/or to other people are prohibited.

## Succinct Advice

These are guidelines to follow to prevent the loss of technology privileges at school.

1. Do not use technology to harm self, other people or their work.
2. Do not damage the network or any technology resource in any way.
3. Do not change the configuration of any computer settings in any way.
4. Do not interfere with the network or computer operation by installing any form of software or permitting the spread of computer viruses.
4. Do not violate copyright laws.
5. Do not view, send or display offensive messages or images.
6. Do not share your password or in any way obtain another person's password.
7. Do not waste technology resources such as disk space or printing supplies.
8. Do not trespass in another's folders, work or files.
9. Do notify an adult immediately, if by accident, you encounter materials, which violate the Rules of Appropriate Use.
10. BE PREPARED to be held accountable for your actions and for the loss of privileges if the Rules of Appropriate Use are violated.

# Technology Acceptable Use Policy

## USER AGREEMENT FORM

2011-2012

As a parent/guardian and student/s of *St. Elizabeth Ann Seton Catholic School*, we have read the above information on the appropriate use of technology at school and the appropriate use of electronic communication, and we understand this agreement will be kept on file. (Questions should be directed to the principal for clarification.)

Whether occurring within or outside of school, when a student's use of electronic communication jeopardizes the safe environment of the school or is contrary to Gospel values, the student can be subject to the full range of disciplinary consequences including expulsion.

This policy applies to communications or depictions through e-mail, text messages, blogs, twitters, or web site postings, whether they occur through the school's equipment or connectivity or through private communication.

**Parent/Guardian Name** (print) \_\_\_\_\_

**Parent/Guardian Signature** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Student Name** (print) \_\_\_\_\_ **Signature** \_\_\_\_\_

**Student Name** (print) \_\_\_\_\_ **Signature** \_\_\_\_\_

**Student Name** (print) \_\_\_\_\_ **Signature** \_\_\_\_\_

**Student Name** (print) \_\_\_\_\_ **Signature** \_\_\_\_\_

**Student Name** (print) \_\_\_\_\_ **Signature** \_\_\_\_\_

**Student Name** (print) \_\_\_\_\_ **Signature** \_\_\_\_\_

School Copy Received By \_\_\_\_\_ Date \_\_\_\_\_