

St. Helen Catholic School
Technology and Internet Safety Acceptable Use Policy

St. Helen Catholic School believes in the educational value of electronic devices and services to support the curriculum and student learning. While on campus, students agree to access only the school's servers and the Internet by using the infrastructure and filtering system provided by St. Helen Catholic School.

By deploying a filtering system, St. Helen Catholic School will make every effort to protect students and teachers from misuse or abuse as a result of their experience with an information service. This places St. Helen Catholic School in compliance with Children's Internet Protection Act (CIPA). *You and your child's signature will indicate acknowledgement, understanding and agreement to comply with this policy.*

This policy applies to the following:

- School provided technology resources such as computers, tablets, one to one devices; and
- Student devices defined as, any device brought to school by the student with the school's and student family's permission. This includes but is not limited to "smart" phones, tablets, laptops, e-readers and other devices with WiFi capability.

The following policies are guidelines for appropriate use of technology:

1. I understand that this is not an exhaustive list and agree to ask a teacher or designated authority if I have a question about what is a violation of technology acceptable use.
2. I recognize the use of St. Helen Catholic School technology is a privilege, not a right. Inappropriate use such as vandalism or intentional modification of system settings may result in immediate revocation of my technology privileges. I acknowledge that I may be financially responsible for computer or component misuse resulting in physical damage. I further acknowledge that the school is not responsible for technical support or physical damage to student devices.
3. I understand that technology use is for education to enhance learning of the designated curriculum. I will not access, store, or display non-educational material or inappropriate material, such as, obscene writings, drawings, or photographs, vulgarity, violence, gambling, etc. I also agree not to post, store or display inappropriate language, or pictures that contain personal, prejudicial threatening, discriminatory, harassing, bullying or false content.
4. I understand that St. Helen Catholic School will use a CIPA Compliant Content Filter to block harmful materials. I agree St. Helen Catholic School administrators and/or the technology personnel may audit or monitor my system, data, files or network at any time. I realize that after prior notice files stored on the school's storage system may be deleted from the system.
5. I will not gain unauthorized access, including "hacking" or engage in other activities; such as attempting to log into another's account, use others' files without permission, attempt to learn others' passwords, disrupt computer systems by spreading viruses, installing unauthorized programs, threatening the safety of a person or engaging in any illegal activities.
6. I agree to safeguard my login and password information and will not give this information to other students. If I bring a student device I agree to secure it with a PIN or password and provide antivirus protection, if available, for my device.
7. I understand that I am required to use the infrastructure or wireless access provided for students by St. Helen Catholic School. If my device has a 3G or 4G data plan, I agree not to use it to access the Internet while on the school campus.
8. If the school provides email, I understand that I am required to use school email accounts provided by the school. Whether or not the school provides email, I agree not to use my personal email account while on the school campus.
9. I understand that all electronic communications sent to me through the school provided email system is confidential and that my secure account must not be shared with anyone.
10. I understand that if Google Apps for Education, other apps or software for student use are provided by St. Helen Catholic School any communication or documents created therein is property of St. Helen Catholic School and subject to all school policies.
11. I will respect resources by using the bandwidth on campus only as part of an assigned in-class activity:
12. I will not use instant messaging services such as texting or other forms of direct electronic communications such as electronic mail or chat rooms on campus unless they are part of an activity assigned by my teacher.
13. I will conform to safety and security measures when using electronic communications. I will not provide information about myself or others without permission of my parents, teachers, or the individual's permission. Personal contact information includes but is not limited to photos, addresses, phone numbers, email addresses, etc. I agree not to meet with someone I have met online without my parent's approval.
14. I will promptly disclose to my teacher or other school authority any message, file or display I receive that is inappropriate.
15. I will respect privacy by not re-posting a message sent to me privately without permission of the original sender. I will not post private information about another person.
16. I acknowledge copyright law violations with regard to software and Internet based content such as, but not limited to, downloading of copyrighted music, clip art, games, computer programs, web pages, etc. I will not plagiarize works that I find on the Internet or other resources such as books or files.
17. I acknowledge that cyberbullying is prohibited. I understand that no use of the Internet (in school or off campus) may be used for harassment. "Cyberbullying" is when a student is tormented, threatened, harassed, humiliated, embarrassed or otherwise targeted by another student using the Internet, interactive and digital technologies, web site postings, blogs or mobile phones. If I believe I have been a target of cyberbullying, I agree to print a copy of the material and immediately report this to my teacher or designated authority.