

Student Name: _____

Grade: _____

Saint Anne Catholic School Technology Acceptable Use Policy and User Agreement 2022-2023

"Do not conform yourselves to this age but be transformed by the renewal of your mind, that you may discern what is the will of God, what is good and pleasing and perfect." Romans 12:2

*"Young people in particular need to be taught not only to be good Christians when they are recipients but also to be active in using all the aids to communication that lie within the media... So, young people will be true citizens of that age of social communications which has already begun - an age in which media are seen to be part of a still unfolding culture whose full implications are as yet imperfectly understood. Teaching about the Internet and the new technology thus involves much more than teaching techniques; young people need to learn how to function well in the world of cyberspace, make discerning judgments according to sound moral criteria about what they find there, and use the new technology for their integral development and the benefit of others." **The Church and Internet, 7.***

We believe that technology is a vital means to assist those who carry out the educational ministry of the school. We are pleased to offer our students access to our computer network, including access to the Internet. To gain access to the Internet, all students under the age of 18 must obtain parental permission and must sign and return this form to school. Access to the Internet will enable students to explore thousands of libraries, databases, and bulletin boards while exchanging messages with Internet users throughout the world. We believe that the benefits to students from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages.

Acceptable Use Policies

1. **Catholic, Christian Behavior:** Students are responsible for good Catholic, Christian behavior on the school computer networks, just as they are in a classroom or on the playground. General school rules for behavior apply in the use of the school technology equipment. The use of computers is a privilege, not a right. Disciplinary action will include, but is not limited to, revoking computer use privileges, suspension, and/or expulsion.
2. **Network:** Vandalism or intentional modification of system settings will result in disciplinary action. The school reserves the right to seek financial restitution for any damage caused by a student, including the fee for a technician to restore the systems. Students are aware that they are not permitted to change local workstation settings, such as screen savers and desktop settings.
3. **Filtering:** Technology access is designed for educational purposes. It is impossible for the school to restrict access to all controversial materials and cannot be held responsible for materials acquired in use. Although every precaution and use of filtering has been incorporated, students may still encounter inappropriate material.
4. **Appropriate use:** Students understand what appropriate usage is and are responsible and trusted to use technology in an appropriate manner. Students are expected to use the Internet for directed educational searching as their teachers assign work. Students are not to use the Internet for games unless the game is authorized by a teacher for academic use. Further, students are not permitted to use the Internet for private interest (music, sports, etc.) or personal searches (checking home e-mail accounts, use of social networking sites - "social network" web sites include, but are not limited to, *Facebook, YouTube, Twitter, TikTok, Snapchat, Instagram, MySpace, Xanga, Pinterest, and Tumblr.*) The use of the St. Anne name may not be used or referenced (this includes pictures/video) on any social networking site at any time or for any reason unless authorized by the Principal.
5. **Plagiarism:** Plagiarizing is considered a violation of the academic honor code and will be subject to disciplinary action as described in the Parent/Student Handbook. Plagiarism takes many forms, some of the most common include:

- "Cutting and pasting" to create a paper from several sources.
 - Downloading and use of free research papers.
 - Copying an article from the Web or an online or electronic database.
6. **Copyright:** Students must respect all rules of copyright and personal property. Ownership of text, music, software, and other media is protected to the full extent of the law. Students cannot bring software programs from home to load on school computer equipment. Students will not copy school software programs to take home.
 7. **Passwords:** The work of all users is valuable; therefore, students will protect the privacy of others by not trying to learn or access their passwords. Never share your password or account with anyone. You have full responsibility for the use of your account and will be held responsible for any violations that are traced to your account. Students will not copy, change, read, or use files from another user. Copying another student's computer files to present as their own work is a violation of the academic honor code and will be subject to disciplinary action as described in the Parent/Student Handbook.
 8. **Unauthorized Use of Technology:** Students are not authorized to use cell phones, cameras, or any ancillary devices (cell phone cameras, digital cameras, video, etc.) while on school property. The only exception to this would be with the approval of a teacher when taking pictures/video for specific lessons, assignments, or special events. Such use will result in the loss of computer privileges as well as disciplinary action.
 9. **Unacceptable Use of Outside Technology:** The school expects students to use information technology (including but not limited to the Internet, email, instant messaging and text messaging) in a responsible and ethical fashion in compliance with all applicable laws and with Catholic moral principles, both in and out of the school setting. Accordingly, students may not post, place, upload, share, or communicate any images, photographs, statements or inferences relating to or including profanity, vulgarity, indecency, illegal use of drugs, illegal use of alcohol or other illicit activities. Additionally, students may not use information technology for the purpose of defaming, threatening, teasing or harassing any other student, staff member, parent, faculty member, or other person. This includes, but is not limited to, communications on social networks such as *Instagram* and *Facebook*. "Social network" web sites include, but are not limited to, *Facebook, YouTube, Twitter, TikTok, Snapchat, Instagram, MySpace, Xanga, Pinterest, and Tumblr*.
 10. Students are responsible for all materials and communications made on personal websites and social networks and the materials and communications should be consistent with Catholic moral principles, including any materials or communications posted on their sites by other individuals. Moreover, any unauthorized use of the school's name (or common names associated with the school) or any likeness or image of the school or its employees is strictly prohibited.
 11. Failure to comply with these rules may result in disciplinary actions, up to and including dismissal from school, and the loss of the privilege of using computers, and other equipment or technology services, and/or accessing the Internet at St. Anne School. Students in grades 5-8 will have a software monitoring program license installed on their device by our I.T. Department. This monitoring program will be inactive once the student leaves campus for the day and not connected to our server. If a student brings a new device replacing the previous one, we will need 24-28 hours to install the monitoring program license.
 12. If you and your child fail to sign the **Technology Acceptable Use Policy agreement**, your child will not be able to use a device or have access to the internet while on campus.

As a user of the Saint Anne Catholic School computer network, I hereby agree to comply with the above stated rules detailed within this agreement.

Student Signature: _____

Date: ____/____/____

Parent/Guardian Signature: _____

Date: ____/____/____

(One Form Required Per Student)