

**GUIDELINES FOR INTERNET
AND ELECTRONIC COMMUNICATIONS (FOR STUDENTS)**

The Internet has become a global and ubiquitous reality. It offers access to a wealth of knowledge, which can be extremely beneficial to students. The Internet can also be dangerous. Because the Internet offers the opportunity for anonymity, there is the possibility for cyber bullying and other harmful acts and for sexual predators to have access to minors.

It is important for students to maintain appropriate boundaries with respect to other students and the adults in the school. This is for the protection of both students and adults. The Internet and other electronic communications pose unique challenges in this regard.

Computer use, including use of non-school equipment and use outside of the school, can have harmful effects on students and the school community. Any person who makes inappropriate use of the Internet, cell phones, or other means of electronic communications that is harmful to the good order and discipline of the school, its religious mission or its educational objectives, is subject to disciplinary action.

This document establishes guidelines for the appropriate use of the Internet, electronic mail, and telephone for students.

Acceptable protocol includes the following:

If a student must correspond with school personnel by e-mail, only school matters or matters appropriate to be discussed in school should be communicated.

Students should remember to write as if others are certain to read what is written. E-mail communication can easily be shared with others for whom the communication was not intended.

Unacceptable activities include but are not limited to the following:

Bullying or harassing another student, parent, teacher, administrator, school employee or other member of the school community.

Posting statements, pictures, or other materials that are false, derogatory, defamatory, degrading, malicious, disrespectful, or threatening to another student, parent, teacher, administrator, school employee or other member of the school community.

Using the school seal (logo) or motto without written permission of the principal.

Creating a website, webpage, account, blog or the like designed to look like it was created by or belongs to another student, a teacher, administrator, school employee or other member of the school community without the express written consent of that individual.

Creating a website or webpage designed to look like an official school posting.

Student Name (Please print)

Date

Student Signature

Parent Signature

O V E R

**ACCEPTABLE USE POLICY FOR TECHNOLOGY
AVAILABLE AT SCHOOL (STUDENT)**

The Technology available at Bishop McHugh Regional School is for the use of the students and faculty for educational purposes. In order for students to use the technology services of this school, students and their parents must understand and accept the following Acceptable Use Policy.

Internet access is available to students and teachers in our school. The access is offered to further educational goals by facilitating resource sharing and promoting innovative worldwide learning opportunities for students and staff. Material viewed, created and/or stored on the technology is not guaranteed to be private and may be reviewed by the school and/or network administrators at any time to insure that usage is appropriate, has a legitimate educational purpose and is in conformance with this Policy.

Internet access means access to computers and people all over the world and makes material available that may not be considered appropriate for students. Any student found searching a site, which is deemed offensive, will receive disciplinary action. Depending on the offense, the consequences may include loss of technology use privilege, disciplinary action up to and including suspension or expulsion, and/or criminal complaint.

Unacceptable use of the technology includes but is not limited to:

- Doing anything with respect to hardware, software, or programming which results in damage to the technology or inconvenience to others.
- Violating the privacy of any student, employee or any other individual.
- Revealing home phone numbers, addresses, or other personal information.
- Transmitting or receiving profane, obscene, pornographic, or other objectionable materials.
- Transmitting material threatening to another person, whether or not such threatening action is delivered.
- Using the technology to bully another individual or group.
- Copying proprietary information, including software, in violation of applicable law.
- Plagiarizing, which is taking someone else's words, ideas, or findings and presenting them as your own without properly giving credit to the sources.
- Using the network for personal reasons unrelated to school work, assignments, or legitimate educational purposes.
- Using the network for financial gain, a business activity or any illegal activity.
- Creating, transmitting or introducing computer viruses.
- Deliberately trying to degrade or disrupt system performance. (Such acts may also be viewed as criminal activity under applicable local, state, or federal law.)
- Transmitting product advertisement or political lobbying.
- Violating any local, state or federal rule or regulation.
- Exploring or transmitting information that that conflicts with Catholic moral values.
- Granting access to unauthorized persons, either by intentional action or unintentional action (i.e. failure to log off).

The use of our school's technology, including Internet use, is a privilege, not a right.

I HAVE READ AND/OR HEARD THE ABOVE ACCEPTABLE USE POLICY READ TO ME. I FULLY UNDERSTAND THE CONTENTS AND WILL ABIDE BY THE POLICY. I UNDERSTAND THE SANCTIONS CONNECTED WITH VIOLATIONS OF THIS POLICY.

Signature

Grade

Date

Parent signature

Date