

St. Mary Catholic High School

Student/Parent/Guardian Handbook Acknowledgement / Acceptable Use Agreement

By our signatures below, we acknowledge that we have read and understand the St. Mary Catholic Schools (SMCS) / St. Mary Catholic High School (SMCHS) policies, procedures, and expectations as listed in the SMCHS Student/Parent/Guardian Handbook. We further have read and understand the policies and expectations of the SMCS Acceptable Use Policy as listed below and on the second page of this agreement.

User

I understand and will abide by the SMCHS Technology Acceptable Use Policy. I further understand that any violation of this policy is unethical and may constitute a criminal offense. Should I commit any violation my access privileges may be revoked, disciplinary action may be taken, and/or appropriate legal action initiated.

Parent/Guardian

As the parent of this student, I have read the SMCHS Acceptable Use Policy and I understand that network access is designed for educational purposes. I am aware that it is impossible for the school to restrict access to all controversial materials and I will not hold them responsible for materials acquired in use. I also hereby indemnify and hold harmless the Diocese of Green Bay, SMCS, and St. Mary Catholic High School from any claim or loss resulting from any infraction by the student of the policy or any applicable law.

I am the primary authority responsible for imparting the standards of ethical and legal conduct that my child should follow. I hereby request and give permission for my child to use the school's technology resources and certify that I have reviewed this information with my child.

If you have more than one child at SMCHS, you may ALL sign on the same form. However, ALL students must sign individually and one parent must sign as well.

Student #1 Signature: _____ **Date:** _____

Student #2 Signature: _____ **Date:** _____

Student #3 Signature: _____ **Date:** _____

Student #4 Signature: _____ **Date:** _____

Parent/Guardian Signature: _____ **Date:** _____

Network access will not be given until this form is signed.

Student Agreement for the Use of Computers, Telecommunications and Internet

Computing, data storage, and information retrieval systems are designed to serve the students, faculty, staff, and volunteers of SMCHS. Network and Internet access is provided to further the legitimate educational goals of this institution. SMCHS provides computing and network resources for the use of students, employees, volunteers, and others affiliated with the school and all users are expected to conduct their on-line activities in an ethical and legal fashion. The use of all resources is a privilege, not a right.

General Rules:

- Respect the values of the Catholic Church within all transmissions of material on the Internet; this includes, but is not limited to, pictures, sounds, videos and text. Objectionable material, including pornography and offensive language, shall not be viewed or transmitted at any time.
- Respect the privacy of others; for example, users shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users, or represent themselves as another user. Revealing any personal information, home address or personal phone number of oneself or those of students, teachers, catechists or other staff members is strictly forbidden.
- Unauthorized downloading of information to any student's storage area will not be acceptable.
- Technology resources shall not be used for non-academic purposes, (ex. playing games, bulletin boards, chatting, using for commercial activities, product advertisement or political lobbying)

The following are not permitted; participation in them will be considered vandalism.

- Harassing, insulting or attacking others
- Damaging computers, computer systems or computer networks
- Transmission of any material in violation of any U.S. or state regulation. This includes, but is not limited to: copyrighted material, threatening or obscene material, or material protected by trade secret.
- Using others' passwords
- Intentionally wasting resources (ex. Paper)
- Changing computer hardware and/or software settings
- Creating and/or distributing a computer virus over the network will not be acceptable
- Any irresponsible use that results in the computer being unavailable to other users.

Network storage will be treated like school lockers. Network administrators will review files and folders to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on school servers will be private. Files may be deleted from the system to protect the integrity of the network or because of space limitations on the computer hard drive.

Consequences:

Any attempt to violate the provisions of this agreement will result in the following consequences – **regardless** of the success or failure of the attempt. **The decision of the administrator regarding inappropriate use of the technology or telecommunication resources is final.**

Depending on the violation, one or more of the following sanctions may be invoked:

1. Loss of access to equipment.
2. Notification to law enforcement agencies.
3. SMCHS reserves the right to seek financial restitution for any damage caused by a student or other user.
4. Additional disciplinary action deemed appropriate by SMCHS administration (ex. detention, suspension, etc.)