

## IHM School Technology Rules and Consequences

*This policy applies not only to the Jr High Chromebooks,  
but all IHM computers and network.*

Our Catholic School strives to instill in its students a lifestyle based on the Gospel precepts. Therefore, it is expected that Catholic school students will conduct themselves with Christian behavior appropriate to each occasion. Parish and school authorities are rightfully concerned with behavior problems on school premises and in public places. Catholic school personnel feel a responsibility for motivational or corrective measures whenever and wherever such incidents occur.

To insure an appropriate Christian school environment, and to reinforce the Christian values of the home, students and parents of Immaculate Heart of Mary school support a code of conduct for the students in the parish school. This code helps to provide a means for guiding and maturing toward responsible citizenship. The code is fully outlined in the School Handbook, and in the related document “Student Responsible Use Policy.”

Technology represents a major investment by the school and is designed to enhance the education of our students. Use of IHM technology, including the Chromebook, is considered a privilege, not a right. Our Student Responsible Use Policy (RUP) outlines expectations and rules for use of IHM technology. Violation of this policy could result in severe penalties against IHM (such as fines for software privacy or compromise of personal information). Violations also cause disruption of service, inability to use technology (for example, streaming video or music taxes our bandwidth and affects all users on our network), and significant security risks to our domain. Therefore, certain consequences are in place to help ensure responsible use.

Consequences may include “academic”, “disciplinary”, and/or monetary. This policy supplements, and is in addition to, those measures outlined in the School Handbook and the Junior High Discipline Policy.

Violations will be addressed by the school administration based upon the severity of the violation as well as the history of violations by the individual student. Consequences, at the discretion of the school administration, may include, but are not limited to:

- A Verbal Warning with or without additional homework type assignment(s)
- Detention
- Suspension
- Expulsion
- Pecuniary Liability for Damages, including reimbursement for purchasing a new device.

### **Academic Consequences of Violations**

Responsible Use Policy (RUP) violations may carry **serious academic consequences, up to and including dismissal from IHM School**. If you lose your computer privileges, you may not be permitted to use a computer within IHM for the duration of the school year. Each student will be held accountable for their behavior. Your violation is not your teacher's

responsibility.

Students with a computer related assignment and a violation that results in loss of privilege to use a computer have three options to complete the assignment:

1. If you have access to the necessary hardware/software at home, you may **complete computer-related assignments at home**.
2. You may **propose** alternate, non-technology assignments to your teacher. Your teacher will decide whether your proposal constitutes **acceptable alternatives** that meet the learning objectives of the original assignments.
3. There may be no valid alternatives in computer-based courses, and the result may be that you **fail the assignment**.

### **Non severe Violations**

Non-severe violations are typically those that have minimal effects on others. They include, but are not limited to:

- Using technology for off-task activities during class/instructional time (games, videos, music files, web sites not instructionally related)
- Accessing or attempting to access any e-mail services other than school e-mail accounts.
- Accessing or attempting to access translation services, chat-rooms, bulletin boards, social media, news groups or messaging systems unless authorized by your teacher for a valid educational purpose
- Inappropriate skins/screensavers.

### **Severe Violations**

**Severe Violations are typically those that exhibit an indifference to the rights of others or to one's own personal safety. Once a student loses computer privileges due to a severe violation, any subsequent violation is considered severe regardless of the offense. They include, but are not limited to:**

- Installing unauthorized software on any computer or anywhere on the network
- Downloading and storing files on the network without authorization (As a student you are authorized to store only course-related documents in your Google Drive directory)
- Connecting any non-IHM hardware to the network. You may use a personally owned wireless mouse or headphones with your Chromebook with your teacher's permission—IHM assumes no liability for their loss or damage.
- Not reporting computer vandalism or network security violations that you are aware of
- Vandalizing or defacing hardware
- Using another's account or allowing someone else to use your account (excluding admin/teacher/parent)
- Using technology to cheat: to misrepresent another's work as one's own or to pass one's work on to another for the purpose of cheating
- Accessing or attempting to access material that is profane, obscene, lewd, sexually

suggestive or ghastly; accessing or attempting to access material that advocates or engages in illegal acts, threats, hate or violence; accessing or attempting to access material that potentially disrupts, causes damage, threatens or endangers students or staff.

- Posting personal or private information about yourself or other people
- Posting or sending information that insults, defames or harasses
- Picture - taking without authorization of the teacher.
- **Failure to take proper care of the computer. This includes placing heavy objects (i.e. books) on top of the computer, dropping the computer, removing the computer from its protective cover.**

### **Extreme Violations**

**Extreme violations are acts with the potential to cause great harm to the school/parish, our network and its resources or to other people. They include but are not limited to:**

- Attempting to get unauthorized access to the IHM servers from any computer (including computers not at school)
- Attempting to get unauthorized access to any network from an IHM computer
- Producing, posting, or sending (or attempting to do so) material that is profane, obscene, lewd, sexually suggestive; material that advocates or engages in illegal acts, threats, hate or violence; or material that potentially disrupts, causes damage, threatens, or endangers students or staff.
- Possessing or using circumvention tools (e.g. proxies)
- Arranging a meeting with or agreeing to meet with a person you have met online
- Vandalizing or attempting to vandalize data or hardware
- Accessing sites or downloading information that causes disruption to the Domain