



HOLY SEPULCHER SCHOOL

ACCEPTABLE INTERNET USE AGREEMENT

2019-2020

The aim of this **Acceptable Use Agreement** is to ensure that pupils will benefit from learning opportunities offered by the school's Internet resources in a safe and effective manner. Internet use and access is considered a school resource and privilege.

Therefore, if the agreement is not followed, this privilege will be withdrawn and appropriate consequences will be imposed.

Before signing, the **Internet Use agreement** should be read carefully to ensure that the conditions of use are accepted and understood.

Holy Sepulcher employs a number of strategies in order to maximize learning opportunities and reduce risks associated with the Internet. These strategies are as follows:

General Rules

- All students in grades 2 through 8th grade must have written permission to access the internet
- No student is to be in the computer room without a teacher
- Internet sessions will always be supervised by a teacher.
- Filtering software and/or equivalent systems will be used in order to minimize the risk of exposure to inappropriate material.
- Student computer files are not private and teachers may see them at any time
- Student internet use will be monitored by school personnel
- No devices such as cell phones, MP3 players, iPods, or flash drives may be attached to any computer unless authorized by a teacher
- Uploading and downloading of non-approved software is not permitted.
- Virus protection software will be used and updated on a regular basis.
- Cyber bullying will not be tolerated and will result in immediate disciplinary action



- Students will treat others with respect at all times and will not undertake actions that may compromise the integrity of the school, staff or other students.

Internet Use Policy

- Students will not intentionally visit Internet sites that contain obscene, illegal, hateful or otherwise objectionable materials.
- Students will report accidental accessing of inappropriate materials in accordance with school procedures.
- Students will use the Internet for educational purposes only.
- Students will not copy information into assignments and fail to acknowledge the source (plagiarism and copyright infringement).
- Students will never disclose or publicize personal information.
- Downloading materials or images not relevant to their studies, is in direct breach of the school's acceptable use policy.
- Students will be aware that any usage, including distributing or receiving information, school-related or personal, may be monitored for unusual activity, security and/or network management reasons.

Email

- Students may use approved class email accounts under supervision by or permission from a teacher.
- Students will not send or receive any material that is illegal, obscene, and defamatory or that is intended to annoy or intimidate another person.
- Students will not reveal their own or other people's personal details, such as addresses or telephone numbers or pictures.
- Students will never arrange a face-to-face meeting with someone they only know through emails or the internet.
- Students will note that sending and receiving email attachments is subject to permission from their teacher.
- Internet Chat is not permitted in school

School Website

- Pupils may be given the opportunity to publish projects, artwork or school work on the Internet in accordance with clear policies and approval processes regarding the content that can be loaded to the school's website
- The website will be regularly checked to ensure that there is no content that compromises the safety of pupils or staff.
- The publication of student work will be coordinated by a teacher.



- Personal pupil information including home address and contact details will be omitted from school web pages.
- The school website will not publish the first name and last name of individuals in a photograph.

Personal Devices

Personal devices are not to be used during school hours: no messaging, no nuisance Messages. Video or voice recording may be used with supervision for a school project while supervised.

Consequences of Violations to Policy

Misuse of the Internet will result in disciplinary action. This includes:

- Verbal warnings
- Written warnings
- Withdrawal of access privileges
- Detention
- In extreme cases, suspension or expulsion.

The school also reserves the right to report any illegal activities to the appropriate authorities. Students will not be permitted to access Holy Sepulcher School's Internet access until this agreement is signed, dated, and returned.



Individual Student Internet Use Agreement 2019-2020

Student(s) Agreement:

I have read the Holy Sepulcher School Policy on Internet Access and the guidelines established from that policy. I fully understand and agree to abide by the policy statement and the guideline statements expressed or implied.

Each child in the household who attends Holy Sepulcher School must sign this agreement.

Student Signature: _____

Student Signature: _____

Student Signature: _____

Student Signature: _____

Parent/Guardian Agreement:

I have read the Holy Sepulcher School Internet Access Policy and the guidelines established from that policy. I understand fully the information that is contained therein. I agree to not hold school administration and faculty responsible for materials my child(ren) acquires as a result of inappropriate Internet use.

I accept full financial responsibility if and when my child(ren) access the Internet without an account on equipment provided on the school site.

Parent/Guardian Signature: _____

Date: _____

Return this document to Holy Sepulcher School via your oldest child's home room teacher.