

Technology and Internet Safety Acceptable Use Policy

Santa Cruz Catholic School (SCCS) believes in the educational value of electronic devices and services to support the curriculum and student learning. While on campus, students agree to access only the school's servers and the Internet by using the infrastructure and filtering system provided by **(Initials)**.

By deploying a filtering system, **SCCS** will make every effort to protect students and teachers from misuse or abuse as a result of their experience with an information service. This places **SCCS** in compliance with Children's Internet Protection Act (CIPA). *You and your child's signature will indicate acknowledgement, understanding and agreement to comply with this policy.*

This policy applies to the following:

- **School provided technology resources** such as computers, tablets, one to one devices; and
- **Student devices** defined as, any device brought to school by the student with the school's and student family's permission. This includes but is not limited to "smart" phones, tablets, laptops, e-readers and other devices with WiFi capability.

The following policies are guidelines for appropriate use of technology:

1. I understand that this is not an exhaustive list and agree to ask a teacher or designated authority if I have a question about what is a violation of technology acceptable use.
2. I recognize the use of **SCCS** technology is a privilege, not a right. Inappropriate use such as vandalism or intentional modification of system settings may result in immediate revocation of my technology privileges. I acknowledge that I may be financially responsible for computer or component misuse resulting in physical damage. I further acknowledge that the school is not responsible for technical support or physical damage to **student devices**.
3. I understand that technology use is for education to enhance learning of the designated curriculum. I will not access, store, or display non-educational material or inappropriate material, such as, obscene writings, drawings, or photographs, vulgarity, violence, gambling, etc. I also agree not to post, store or display inappropriate language, or pictures that contain personal, prejudicial threatening, discriminatory, harassing, bullying or false content.
4. I understand that **SCCS** will use a CIPA Compliant Content Filter to block harmful materials. I agree **SCCS** administrators and/or the technology personnel may audit or monitor my system, data, files or network at any time. I realize that after prior notice files stored on the school's storage system may be deleted from the system.
5. I will not gain unauthorized access, including "hacking" or engage in other activities; such as attempting to log into another's account, use others' files without permission, attempt to learn others' passwords, disrupt computer systems by spreading viruses, installing unauthorized programs, threatening the safety of a person or engaging in any illegal activities.
6. I agree to safeguard my login and password information and will not give this information to other students. If I bring a **student device** I agree to secure it with a PIN or password and provide antivirus protection, if available, for my device.
7. I understand that I am required to use the infrastructure or wireless access provided for students by **SCCS**. If my device has a 3G or 4G data plan, I agree not to use it to access the Internet while on the school campus.
8. If the school provides email, I understand that I am required to use school email accounts provided by the school. Whether or not the school provides email, I agree not to use my personal email account while on school the school campus.
9. I understand that all electronic communications sent to me through the school provided email system is confidential and that my secure account must not be shared with anyone.

- 10.* I understand that if Google Apps for Education, other apps or software for student use are provided by **SCCS** any communication or documents created therein is property of **SCCS** and subject to all school policies.
- 11.* I will respect resources by using the bandwidth on campus only as part of an assigned in-class activity:
- 12.* I will not use instant messaging services such as texting or other forms of direct electronic communications such as electronic mail or chat rooms on campus unless they are part of an activity assigned by my teacher.
- 13.* I will conform to safety and security measures when using electronic communications. I will not provide information about myself or others without permission of my parents, teachers, or the individual's permission. Personal contact information includes but is not limited to photos, addresses, phone numbers, email addresses, etc. I agree not to meet with someone I have met online without my parent's approval.
- 14.* I will promptly disclose to my teacher or other school authority any message, file or display I receive that is inappropriate.
- 15.* I will respect privacy by not re-posting a message sent to me privately without permission of the original sender. I will not post private information about another person.
- 16.* I acknowledge copyright law violations with regard to software and Internet based content such as, but not limited to, downloading of copyrighted music, clip art, games, computer programs, web pages, etc. I will not plagiarize works that I find on the Internet or other resources such as books or files.
- 17.* I acknowledge that cyberbullying is prohibited. I understand that no use of the Internet (in school or off campus) may be used for harassment. "Cyberbullying" is when a student is tormented, threatened, harassed, humiliated, embarrassed or otherwise targeted by another student using the Internet, interactive and digital technologies, web site postings, blogs or mobile phones. If I believe I have been a target of cyberbullying, I agree to print a copy of the material and immediately report this to my teacher or designated authority.

User (Student) Technology Contract

I have read, understand and will abide by the **Technology and Internet Safety Acceptable Use Policy** for **Santa Cruz Catholic School (SCCS)**. I understand that any violation of these regulations is unethical and may constitute revocation of my access privileges. Furthermore, additional school disciplinary action may be taken, and/or appropriate legal action initiated.

User's Name (please print):

User's Signature

Date

Parent/Guardian Technology Contract

As the parent of this student, I have read the **Technology and Internet Safety Acceptable Use Policy** for **Santa Cruz Catholic School**. I understand that technology access is designed for educational purposes. I understand that **SCCS** uses a CIPA Compliant Content Filter to block Internet access to harmful materials. However, I am aware that it is impossible for the school to restrict access to all controversial materials and I will not hold **SCCS** responsible for materials acquired on the network. Further, I accept full responsibility for supervision if and when my student's use of school's technology resources is not in a school setting. I hereby give permission for my student to use the school's technology resources including the Internet. If my student brings a personal device to **SCCS**, I agree that it meets the school's requirements and I hereby give permission for its use at **SCCS**. Furthermore, I understand that **SCCS** is not responsible for damage or technical support to the **student device**. I certify that I have reviewed this information with my student.

Parent/Guardian Name (please print):

Parent/Guardian Signature

Date

PHOTO-VIDEO RELEASE

To whom it may concern:

I hereby give permission for my son/daughter _____ to be photographed or videotaped at Santa Cruz Catholic School. I realize that the photo may be published in the newspaper, a magazine, the school website, or other publication. The video may be used for informational or educational purposes regarding the programs or curriculum at Santa Cruz Catholic School.

Signed: _____

Date: _____

Approved 06/2012