STUDENT COMPUTER AND INTERNET USE RULES

The following is intended to provide general guidance of permissible and prohibited uses. These rules and guidelines do not attempt to state all required or prohibited activities by student users. Students, parents and school staff who have questions about whether a particular activity is prohibited are encouraged to contact the Associate Principal or the Principal.

A. Computer Use is a Privilege, Not a Right

Student use of the School's computers, networks, and Internet services as well as privately owned computers while on the School's property is a privilege and not a right. Unacceptable use/activity may result in suspension or cancellation of privileges as well as additional disciplinary and/or legal action including suspension and expulsion in severe situations. Fontbonne Hall's principal shall have final authority to decide whether a student's privileges will be denied or revoked.

All students are responsible for their actions and activities involving school or personal computers, the School's network and internet services, and for their computer files, passwords and accounts. These rules apply to all school and personal computers when on School property and all School-provided personal computing devices wherever used, and all uses of School servers, Internet access and networks regardless of how they are accessed.

B. Acceptable Use

1. All School computers and personal computers when on the School's property, network and Internet services are provided only for educational purposes and research consistent with the school educational mission, curriculum and instructional goals.

2. Students must comply with all School policies, School rules and expectations concerning student conduct and communications when using school or personal computers, whether on or off school property. Students represent their family, our School and our community in everything a student publishes. Web pages and web forums are more public than email because they are viewed by more people. Students should give thought to what they publish, both in terms of content and simple things like spelling.

3. Students also must comply with all specific instructions from the School's staff and volunteers when using the School's computers or their own personal computers when on School Property.

4. In summary, all School computers, whether on or off School property, and a student's personal computer when on School Property and accompanying Internet use must only be for educational purposes or other approved school purposes. All other uses are prohibited.

C. Unacceptable and Prohibited Use

Unacceptable uses of school unit computers include, but are not limited to, the following:

1. Accessing or Communicating Inappropriate Materials – Students may not access, submit, post, publish, forward, download, scan or display defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing, bullying and/or illegal materials or messages.

2. Illegal Activities – Students may not use the School computers (or personal computers while on School Property), the School's network and Internet services for any illegal activity or in violation of any School policy/procedure or School rules. The School assumes no responsibility for illegal activities of students while using school computers.

3. Violating Copyrights or Software Licenses – Students may not copy, download or share any type of copyrighted materials (including music or films) without the owner's permission; or copy or download software without the express authorization of the entity that owns the license to software. Unauthorized copying of software is illegal and may subject the copier to substantial civil and criminal penalties. The School unit assumes no responsibility for copyright or licensing violations by students.

4. Plagiarism – Students may not represent as their own work any materials obtained on the Internet (such as term papers, articles, music, etc.). When Internet sources are used in student work, the author, publisher and web site must be identified.

5. Use for Non-School-Related Purposes - Using the school computers, network and Internet services for any personal reasons not connected with the educational program or school assignments while connected to the school network. This rule shall also apply to personal computers while present on the School's property.

6. Misuse of Passwords/Unauthorized Access – Students may not share passwords; use other users' passwords; access or use other users' accounts; or attempt to circumvent network security systems.

7. Malicious Use/Vandalism – Students may not engage in any malicious use, disruption or harm to the School computers, network and Internet services or another student's computer, including but not limited to hacking activities and creation/uploading of computer viruses.

8. Avoiding School Filters – Students may not attempt to or use any software, utilities or other means to access Internet sites or content blocked by the School filters.

9. Unauthorized Access to Blogs/Social Networking Sites, Etc. – Students may not access blogs, social networking sites, etc. to which student access is prohibited while connected to the school network. Students may not use their own personal computers or any other computers for these purposes while present on School Property.

D. Compensation for Losses, Costs and/or Damages

The student and his/her parents are responsible for compensating the School for any losses, costs or damages incurred for violations of Board policies/procures and school rules while the student is using School computers, including the cost of investigating such violations. The School assumes no responsibility for any unauthorized charges or costs incurred by a student while using School computers.

E. Student Security

Students must wary of strangers. They should NEVER give out to strangers personal information about themselves, where they live, their phone number, age or where they are going. Meeting someone online does not make them safe or reputable. Unless you are introduced by a teacher or parent, anyone you meet online is to be treated as a stranger. You would not go with a stranger if you met him or her on the street so do not do so if you meet him or her on the internet. Students should inform their teacher or parent if they access information or messages that are dangerous, inappropriate, make them uncomfortable in any way or if a stranger is attempting to befriend you.

F. System Security

Any student who identifies a security problem with the School's computers, network or Internet must notify his/her teacher or the Principal as soon as possible.

G. Additional Rules for Personal computing devices Issued to Students by the School

1. Students and their families are responsible for the proper care of personal computing devices at all times, whether on or off school property, including costs associated with repairing or replacing the laptop. Parents should be aware that they are responsible for any costs associated with loss, theft or damage to a computer issued to their child.

2. If a School Computer issued to a student is lost or stolen, this must be reported to the Director of Technology as soon as possible.

3. The School's policy and rules concerning computer and Internet use apply to use of personal computing devices at any time on School property. Students are responsible for obeying any additional rules concerning care of personal computing devices issued by School staff.

4. Parents are responsible for supervising their child's use of their child's computer and Internet access when in use at home.

5. The School's computers may only be used by the student to whom it is assigned.

H. Additional Rules for Use of Privately-Owned Computers by Students

1. A student who wishes to use a privately-owned computer or any electronic device capable of connecting to the School network ,or otherwise for School use, to include, but not limited to cell phones, handheld computing and gaming devices, and personal entertainment devices in School must comply with these rules and guidelines as set forth above.

2. Use of Personal owned devices may be denied while on School property if it is determined that there is not a suitable educational basis for the use.

3. The student is responsible for proper care of his/her privately-owned computer, including any costs of repair, replacement or any modifications needed to use the computer at school.

4. The School, and its employees, is not responsible for damage, loss or theft of any privately-owned computer unless caused by the School or its employees.

5. Students have no expectation of privacy in their use of a privately-owned computer while at School. The School unit reserves the right to search a student's privately-owned computer if there is reasonable suspicion that the student has violated School policies, administrative procedures or school rules, or engaged in other misconduct while using the computer.

6. The School unit may confiscate any privately-owned computer used by a student in School without authorization as required by these rules. The contents of the computer may be searched in accordance with applicable laws and policies. The Computer will be returned only to the student's parent(s).

ACKNOWLEDGMENT

_____   _____
Student's First and Last Name   Signature   Date

CONSENT

As parent/guardian I agree to the aforementioned rules and policies.

_____   _____
Print First and Last Name   Signature   Date