

Santa Rosa Academy ~ Acceptable Use Policy

1:1 Laptops for Learning Program

In addition to the provisions of the Santa Rosa Academy 'Student Network/Internet User Agreement' the following additional items apply to students participating in the one-to-one Laptops for Learning program.

1. Students will bring their laptops to school each morning with the batteries fully charged.
2. Students will keep their laptops in a secure location when not using them.
3. Students will keep their laptops clean with no attached stickers or other items that might deface or damage the laptop's finish, screen, or other components.
4. While students may store personal files (including music and documents) on their issued laptop Santa Rosa Academy is not liable for this content. It is recommended that students backup any personal data placed on the laptop in the event of a hardware/software failure or scheduled maintenance.
5. Students will not attempt to load and use additional software on the laptop. No attempts will be made without school permission to modify or reconfigure the software loaded on the laptops.
6. Students will immediately report all malfunctions, damage, or loss of a computer to a classroom teacher, administrator or technology support staff member.
7. Students will use their laptops during the school day only for school-related purposes.
8. Unless part of a school project and with the knowledge of a school staff member, students will not use email, instant messaging or log onto chat rooms or online forums during school hours.
9. During the duration of the lease Santa Rosa Academy is the sole owner of the laptop and all software.
10. Students are to be aware that Santa Rosa Academy Staff may review, modify or remove any data on the laptop at any time. Students are to think of their laptop as a 'school locker' that may be checked by Santa Rosa administrative staff at any time.
11. During the term of the lease students have a limited/managed user account with a password is kept by Santa Rosa Academy administration. Passwords may not be changed without Santa Rosa Academy administration approval.
12. Passwords issued to students and their parent(s)/guardian are to be kept private and not disclosed to other students.

I understand and will abide by the provisions and conditions of this agreement. I understand that any violations of the above provisions may result in disciplinary action.

Student Name

Student Signature

Date

As the parent or guardian of this student, I have read and agree to the provisions of this agreement. I understand that it is impossible for Santa Rosa Academy to restrict access to all controversial or inappropriate materials, and I will not hold the school responsible for materials acquired at school or at home.

Parent/Guardian Name

Parent/Guardian Signature

Date