

Santa Rosa Academy ~ Acceptable Use Policy

Student Network/Internet User Agreement

Introduction

We are pleased to offer Santa Rosa Academy students access to the school computer network resources, electronic mail and the Internet. To use these resources, all students must sign and return this form, and those under age 18 must obtain parental permission. Parents, please read and complete this document carefully, review its contents with your son/daughter, and sign and initial where appropriate. Any questions or concerns about this permission form or any aspect of the computer network should be referred to the school Principal.

General Network Use

Computer equipment and network access is provided for students to conduct research, complete assignments, and communicate with others. Access to network services is given to students who agree to act in a considerate and responsible manner. Students are responsible for good behavior on school computer networks just as they are in a classroom or a school hallway. Access is a privilege - not a right. As such, general school rules for behavior and communications apply and users must comply with school standards and honor the agreements they have signed. Beyond the clarification of such standards, the school is not responsible for restricting, monitoring or controlling the communications of individuals utilizing the network.

Network storage areas may be treated like school lockers. If you have been issued an SRA Google Apps account (email, docs, etc) these accounts are also viewed as school managed and can be accessed, read or modified at any time. Network administrators may review files and communications to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on school servers will be private.

Internet / World Wide Web / E-mail Access

Access to the Internet and e-mail will enable students to use thousands of libraries and databases. Within reason, freedom of speech and access to information will be honored. Families should be warned that some material accessible via the Internet might contain items that are illegal, defamatory, inaccurate or potentially offensive to some people. While our intent is to make Internet access available to further educational goals and objectives, students may find ways to access other materials as well. Filtering software is in use, but no filtering system is capable of blocking 100% of the inappropriate material available on the Internet. We believe that the benefits to students from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages. Ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, Santa Rosa Academy supports and respects each family's right to decide whether or not to apply for access (see page 2).

OFFICE USE First _____ Last _____ Grade _____

Student Network/Internet User Agreement and Parent Permission Form

To use equipment and networked resources, all students must sign and return this form, and those under age 18 must obtain parental permission.

Students must:

1. Respect and protect the privacy of others.
 - Use only accounts assigned to the student.
 - Not view, use, share or copy passwords, data, or networks to which they are not authorized.
 - Not distribute private information about others or themselves.
2. Respect and protect the integrity, availability, and security of all electronic resources.
 - Report security risks or violations to a teacher or school administrator.
 - Not destroy or damage data, networks, or other resources that do not belong to them, without clear permission of the owner.
 - Conserve, protect, and share these resources with other students and Internet users.
3. Respect and protect the intellectual property of others.
 - Not infringe copyrights (no making illegal copies of music, games, or movies).
 - Not plagiarize.
4. Respect and practice the principles of community.
 - Communicate only in ways that are kind and respectful.
 - Report threatening or discomfoting materials to a teacher.
 - Not intentionally access, transmit, copy, or create material that violates the school's code of conduct (such as messages that are pornographic, threatening, rude, discriminatory, or meant to harass).
 - Not intentionally access, transmit, copy, or create material that is illegal (such as obscenity, stolen materials, or illegal copies of copyrighted works).
 - Not send spam, chain letters, or other mass unsolicited mailings on school laptops or computers.
 - Not buy, sell, advertise, or otherwise conduct business, unless approved as a school project.

Students may, if in accordance with the policy above:

1. Design and post web pages and other material from school resources.
2. Use direct communications such as email, Apple iChat or SRA Google chat with a teacher's permission.
3. Use the resources for any educational purpose.

In accordance with the policy above, students may not:

1. Install destructive programs, commercial or personal advertisement material, promotions, chain letters, solicitations, or any unauthorized file on school laptops or computers.
2. Install any software or hardware into a school computer of any kind without first receiving express authorization to do so from the school.

Supervision and Monitoring. School and network administrators and their authorized employees monitor the use of information technology resources to help ensure that uses are secure and in conformity with this policy. Administrators reserve the right to examine, use, and disclose any data found on the school's information networks in order to further the health, safety, discipline, or security of any student or other person, or to protect property. They may also use this information in disciplinary actions, and will furnish evidence of crime to law enforcement. Violations may result in a loss of access as well as other disciplinary or legal action.

Student User Agreement:

As a user of the Santa Rosa Academy computer network, I hereby agree to comply with the statements and expectations outlined in this document and to honor all relevant laws and restrictions. (Initial appropriate items)

_____ agree to use the network responsibly by following the guidelines listed above

Student Signature _____ Date _____

Parent/Guardian Permission:

All students are provided with access to school computer resources. In addition to accessing the school computer network, as the parent or legal guardian, I grant permission for the above named student to: (Initial appropriate items)

_____ Student allowed to use computers at school

_____ Student allowed to access the Internet and email systems at school

Parent Signature _____ Date _____