

SCHOOL POLICY ON ACCESS TO THE INTERNET

Terms and Conditions

INTRODUCTION:

As telecommunications spread throughout our global community, the St. Mary's Board of Education recognizes that faculty and students will change the ways they share ideas, transmit information, and contact others. As staff and students are connected to the global community, their use of new tools and systems brings new responsibilities as well as new opportunities. As all of our schools and classrooms become linked to the Internet, a world of educational opportunity is opened. Students and staff must understand that all material is not acceptable and may even be opposed to the beliefs of our school.

ST. MARY'S SCHOOL INTERNET POLICY:

This acceptable use policy will establish and administer guidelines for the use of St. Mary's Catholic School technology resources. This will include all voice, video and data systems such as telephones, televisions, interactive television, computers, digital cameras, and networks. Proper use of Internet access and computer use is the responsibility of the individual user. Moreover, installation of Sonic Wall insures the safety and security of minors when using the Internet, as all materials deemed harmful are blocked. Misuse of the Internet, computer, or equipment may lead to revocation of the student or employee's Internet access and possible discipline. This policy shall apply to all users of St. Mary's School Internet access, computers, and equipment, including but not limited to students, faculty, administrators, support staff, volunteers, and board members.

GUIDELINES FOR INTERNET USE:

Users will observe the following standards of behavior:

- a. Be polite. School rules regarding all form of harassment apply to electronic communication.
- b. Only access, upload, and download appropriate language and graphics.
- c. Do not share confidential information about students or employees.
- d. Do not send or receive messages relating to or in support of illegal activities.
- e. Avoid engaging in campaign elections for any person or office.
- f. Understand and follow the rules relating to copyright and trademark.
- g. Use only your assigned password and/or license.
- h. No trespassing in other's folders, documents, or files.
- i. Avoid wasting limited resources such as paper, hard drive space, and bandwidth.
- j. Do not damage files, operating systems, computers, peripherals, and networks.
- k. Do not post anonymous messages.
- l. Do not engage in any form of gambling.
- m. Do not create "home pages" or directories.
- n. Student work may be published only under the direction of the supervising teacher and principal with parental permissions.
- o. Access to chat rooms is not allowed.
- p. Hotmail and other such accounts are not appropriate usage of equipment.
- q. Students and employees will not access the following: myspace.com, facebook.com or other similar sites.

DISCIPLINARY ACTION:

The St. Mary's Technology Committee will review alleged violations of this policy on a case-by-case basis. A violation may result in denying the user access to the network and termination of access to all services.

Communication over networks should not be considered private. Network administrators may review and inspect directories or messages of all users. This also insures that minors are monitored at all times. Messages may accidentally be diverted to a destination other than the one it was intended for. Therefore, privacy is not guaranteed. Courts have ruled that old messages may be subpoenaed, and the network administrators may examine communication in order to assure compliance with network guidelines for acceptable use. Federal courts have also dictated that emails be archived for three years for such purposes.