

St. Paul's Episcopal School Network / Internet Service 2009 Acceptable Use Policy

Technology Rationale

As we look to the future, technology plays a crucial role. Technology will rapidly change in the workforce, our educational system, and our everyday lives. Therefore, it is a must that technology be a part of St. Paul's educational philosophy. We must equip each child with the skills necessary to allow him or her to feel comfortable with the system of a computer. It is important we allow some of the classes to be taught in groups, so they can learn teamwork, cooperation, and compromise. Children can learn to problem solve and use constructive thinking by having technology go hand-in-hand with the curriculum. It is our mission at St. Paul's Episcopal School to help students recognize, understand, and use technology in their daily life.

General Network Use

St. Paul's is providing students with access to the school's electronic network. This network includes computer services, videoconferencing, Internet access, and computer equipment. The purpose of the network is for students to research, complete assignments, and communicate with communities throughout the world. Access to the network services is a privilege, not a right. Class and student network folders may be checked by school personnel to ensure that students are using the network responsibly.

Internet Use

Access to the Internet will allow students to use many resources. It is our intent to make Internet access available for educational purposes, but students may find other materials while visiting the World Wide Web. Some material the student may embrace might be inaccurate, illegal, or offensive to some. We have filtering software in use, but no filtering software is capable of blocking everything on the Internet. The access of the Internet to students for educational purposes far exceeds any disadvantages. Ultimately, parents and guardians are responsible for setting rules their children should follow while using the Internet.

Unacceptable Use of Network / Internet

The following are unacceptable uses of the school's network and Internet services:

1. Students may use various search engines to do searches only for specific topics, for a specific purpose, or to complete a specific task assigned by their teacher. Students are not allowed to just "surf the net."
2. Students may not use the network to transmit any material that violates local or United States law.
3. Students must be supervised when on the Internet.
4. All Internet access is through a sonic firewall, which runs filtering software designed to screen out inappropriate sites (blocks sites such as MySpace and Limewire). Any students trying to access these sites will be in violation of the Honor Code.
5. Students are not to click on any ads (pop-up windows) that may come on the screen when visiting certain sites.

6. Students are not allowed in computer labs without a teacher or staff member present.
7. Students need to check-out all laptops through appropriate procedures.
8. Students are required to connect their own personal laptops to the wireless access points with the approval of the technology director.
9. Students should not try to download or install any program onto the school computers.
10. Cyber-bullying will be treated as a violation of the Honor Code.
11. Students are never allowed to use newsgroups or enter chat rooms unless instructed and supervised by a teacher.
12. Students are not to give out personal information like full names, addresses, telephone numbers, school name, etc., to anyone on the Internet.
13. Students are to notify the teacher immediately of any disturbing material they may encounter on the Internet.
14. Students may not log on to someone else's account or attempt to access another user's files.
15. Students may not use floppy discs, music discs, DVD's, CD's, external hard drives, or flash drives unless approved by the technology director.
16. Plagiarism is not allowed. Plagiarism will result in an Honor Code violation.

I have read, understand, and agree to the statements and expectations outlined within the Acceptable Use Policy of St. Paul's Episcopal School.

Student Name:	Parent / Legal Guardian Name:
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Student Signature:	Parent / Legal Guardian Signature:
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Date:	Date:
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