



# TROY FIRST CHRISTIAN ACADEMY

HELPING CHILDREN TO KNOW, LOVE & FOLLOW *Jesus Christ*

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## **Student Computer/Internet Use Acknowledgement Contract**

**No student shall be allowed to use school computers or the internet until the student and parent/guardian have signed and returned this acknowledgement to the school.**

### **Parent/Guardian (for K-8 students):**

I have read the *Technology Acceptable Use Policy: Student Computer and Internet Use Rules*. I understand that my son/daughter's use of school computers is subject to compliance with these rules. I further understand that violation of the policy and/or rules may result in the revocation of computer privileges and may also be subject to further disciplinary and/or legal action.

### **Student:**

I have read the *Technology Acceptable Use Policy: Student Computer and Internet Use Rules* and agree to comply with them. I further understand that violation of the policy and/or rules may result in the revocation of computer privileges and may also be subject to further disciplinary and/or legal action.

## **Technology Acceptable Use Policy: Student Computer and Internet Use Rules**

These rules implement School Committee policy-Student Computer and Internet Use. The rules are intended to provide general guidelines and examples of prohibited uses but do not attempt to state all required or prohibited activities by users. Failure to comply with this School Committee policy and these rules may result in the loss of computer and internet access privileges, disciplinary action, and/or legal action.

### **A. Computer Use is a Privilege, Not a Right**

Student use of the schools unit's computers, networks, and internet services is a privilege, not a right. Unacceptable use/activity may result in Suspension or Cancellation of privileges as well as additional disciplinary and/or legal action. The School Administrator shall have final authority to decide whether a student's privileges will be denied or revoked.

### **B. Acceptable Use**

Student access to the unit's computers, networks, and internet services are provided for educational purposes and research consistent with the school unit's educational mission, curriculum, and instructional goals. The same rules and expectations govern student use of computers as apply to other student conduct and communications. Students are further expected to comply with the rules and all specific instructions from the

teacher or other supervising staff member/volunteer when accessing the school unit's computers, networks, and internet services.

### **C. Prohibited Use**

1. The User is responsible for his/her actions and activities involving school unit computers, network, and internet services and his/her computer file, passwords, and accounts. Examples of unacceptable uses that are expressly prohibited include, but are not limited to the following:
2. Accessing inappropriate materials- accessing, submitting, posting, publishing, forwarding, downloading, scanning, or displaying materials that are defamatory, abusive, obscene, vulgar, sexually suggestive, threatening, discriminatory, harassing, and /or illegal;
3. Illegal activities—using the school unit's computers, networks, and internet services for any illegal activity or activity that violates other School Committee policies, procedures, and/or school rules;
4. Violating copyrights—copying or downloading copyrighted material without the owner's permission;
5. Plagiarism—representing as one's own work any materials obtained on the internet (such as term papers, articles, etc.). When internet sources are used in student work, the author, publisher, and web site must be identified;
6. Copying software—copying or downloading software without the express authorization of the system administrator;
7. Non-school-related uses—using the school unit's computers, networks, and internet services for non-school-related purposes such as financial gain, commercial, advertising, or solicitation purposes, or for any other personal use;
8. Misuse of passwords/unauthorized access—sharing passwords, using other users' passwords without permission, and/or accessing other user's accounts;
9. Malicious use/vandalism—any malicious use, disruption or harm to the school unit's computers, networks, and internet services, including but not limited to hacking activities and creation/uploading of computer viruses; and
10. Unauthorized access to chat rooms/news groups—accessing chat rooms or news groups without specific authorization from the supervising teacher.

### **D. No Expectation of Privacy**

The school unit retains control, custody, and supervision of all computers, networks, and internet services owned or leased by the school unit. The school unit reserves the right to monitor all computer and internet activity by students. Students have no expectations of privacy in their use of school computers, including e-mail and stored files.

### **E. Compensation for Losses, Costs, and/or Damages**

The Student and/or the Student's parent/guardian shall be responsible for compensating the school unit for any losses, costs, or damages incurred by the school unit related to the violations of this school policy regarding student use and internet use, including investigation of violations.

#### **F. School Unit Assumes No Responsibility for Unauthorized Charges, Costs, or Illegal Use**

The school unit assumes no responsibility for any unauthorized charges made by students including but not limited to credit card charges, long distance telephone charges, equipment and line cost, or for any illegal use of its computers such as copyright violations.

#### **G. Student Security**

A student shall not reveal his/her full name, address, or telephone number on the internet without prior permission from a supervising teacher. Students should never meet people they contacted through the internet without parental permission. Students should inform their supervising teacher if they access information or messages are dangerous, inappropriate, or makes them uncomfortable in any way.

#### **H. System Security**

The security of the school unit's computers, networks, and internet services is a high priority. Any user who identifies a security problem must notify the system administrator or supervising teacher. The user shall not demonstrate the problem to others. Any user who attempts or causes a breach of system security shall have his/her privileges revoked and may be subject to additional disciplinary and/or legal action.

#### **I. Parental Permission Required**

Students and their parent/guardian are required to sign and return the Computer/Internet Access Acknowledgement Form before being allowed to use school computers.