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Internet And Computer Responsible Use Policy

As part of St. Joseph's commitment to academic excellence and technology enhancement, all students will be given access to the Internet, a worldwide telecommunications network. The Internet provides an unlimited source of information available from computers at colleges, universities, government agencies and private corporations.

As new technologies emerge, Saint Joseph High School will attempt to provide access to them. The policies outlined in this document are intended to cover *all* available technologies, not just those specifically listed.

Access to St. Joseph's Internet services is a privilege and designed to guide users in navigating through the unlimited resources and also to minimize the possibility of a student accessing materials that are considered inappropriate for minors. St. Joseph High School cannot guarantee that such material will not be accessed.

The following Internet responsible user practices are general guidelines dictated by decorum, privacy and respect.

1. Student use of the school's access to the Internet is a privilege conditioned to the terms of this agreement and on the student's abiding by this agreement. No student may use the school's access to the Internet unless she and her parent/guardian have read and signed this agreement upon registration.

2. The Student agrees that she will use the school's Internet for educational purposes only and agrees to obey all federal and state laws and regulations. She agrees to abide by any Internet use rules instituted at her school or class, whether those rules are written or orally directed. All technologies provided by the school are intended for educational purposes. All users are expected to use good judgment and to follow the specifics of this document as well as the spirit of it: be safe, appropriate, careful and kind; do not try to get around technological protection measures; use good common sense; and ask if you do not know.

3. Users shall respect copyright laws and licensing agreements pertaining to material entered into and obtained via the system. Users should not plagiarize (or use as their own, without citing the original creator) content, including words or images, from the Internet. Users should not take credit for things they did not create themselves, or misrepresent themselves as an author or creator of something found online. Research conducted via the Internet should be appropriately cited, giving credit to the original author.

4. The use of the network for profit or gain is forbidden.

5. Users shall respect the integrity of St. Joseph High School's telecommunications infrastructure. Unauthorized access to St. Joseph High School's information systems, Internet or other networked computers is not permitted.

6. Users may not access inappropriate materials such as pornographic material or files dangerous to the network.

7. St. Joseph High School reserves the right to review and edit any material that is posted through its telecommunication connections. Any user who does not comply with the

Internet Access Policy will lose network privileges.

8. Any student who misuses the school's Internet access may be subject to disciplinary action, revocation of her Student account and access to the Internet.

9. Intentional deletion or damage to files and data belonging to other users or copyright violations may be a violation and can result in suspension or dismissal. The principal or assistant principal will notify the parent or guardian in serious cases of misuse.

10. Users are expected to respect that the web filter is a safety precaution, and should not try to circumvent it when browsing the Web. If a site is blocked and a user believes it should not be, the user should alert a school administrator.

11. Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Email usage may be monitored.

12. Recognizing the benefits collaboration brings to education, Saint Joseph High School provides users with access to web sites and tools that allow communication, collaboration, sharing, and messaging among users. Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Posts, chats, sharing, and messaging may be monitored. Users should be careful not to share personally-identifying information online.

13. Users should be mindful to always log off of online tools and websites that have been provided by the school at the end of any computer session. They must also log off of their network accounts before leaving their workstations in order to ensure that their information does not become compromised, and they do not become the victims of identity theft. This is good practice to follow in and out of school.

14. Students should keep personally-owned devices (including laptops, tablets, smart phones, and cell phones) turned off and put away during school hours—unless in the event of an emergency or as instructed by a teacher or staff for educational purposes. Because of security concerns, when personally-owned mobile devices are used at school, they should not be used over the school network without express permission from faculty.

15. Users should also remember not to post anything online that they would not want parents, teachers, or future colleges or employers to see. Once something is online, it is out there and can sometimes be shared and spread in ways you never intended.

16. Users should never share personal information, including phone number, address, social security number, birthday, or financial information, over the Internet without adult permission. Users should recognize that communicating over the Internet brings anonymity and associated risks, and should carefully safeguard the personal information of themselves and others. Users should never agree to meet someone they meet online in real life without parental permission. If you see a message, comment, image, or anything else online that makes you concerned for your personal safety, bring it to the attention of an adult (teacher, staff or parent) immediately.

17. Cyberbullying will not be tolerated. Harassing, dissing, flaming, denigrating, impersonating, outing, tricking, excluding, and cyberstalking are all examples of Cyberbullying. Do not be mean. Do not send emails or post comments with the intent of scaring, hurting, or intimidating someone else. This pertains to when school is and is not in session. Engaging in these behaviors, or any online activities intended to harm (physically or emotionally) another person, will result in severe disciplinary action and loss of privileges. In some cases, Cyberbullying can be a crime. Remember that your activities may be monitored.