

**Student Acceptable Computer Use Policy**

**St. James Elementary School**

The Internet is a global network of networks connecting many millions of computers. The Internet is an environment of independent, unregulated resources that can change on a daily basis. This resource is used similar to the way books, magazines, newspapers and videos are used in an educational setting.

**St. James School** is preparing students for the 21<sup>st</sup> Century by offering up to date computer resources to complement the curriculum. The Internet is a valuable tool offering a vast number of resources at the click of a mouse.

It is a general expectation that the school's resources are to be used in a reasonable, efficient, ethical, moral and legal manner in accordance with the beliefs and policies of **St. James School**. Computer storage areas will be treated like student lockers. Administrators may review files and communications to maintain system integrity and ensure that students are using the system responsibly. Computer use will be monitored by a teacher, but students are responsible for following the guidelines for appropriate use and bear the consequences for misuse. Assigned passwords are to be kept confidential and not shared with other students.

The school network, hardware and software are provided for use by staff and students at the discretion of the administration. The administration may access these at any time at their discretion. No assumption of privacy is to be derived or assumed with regard to the network, email or school hardware.

The following are **NOT** permitted:

- Accessing, displaying or sending pornographic or offensive material, whether written or graphic.
- Accessing, displaying or sending materials that are derogatory toward any race, religion, culture, ethnic group, gender or sexual orientation.
- Using the Internet for transmission of materials in violation of local, state or federal regulations.
- Using obscene language.
- Violating copyright laws.
- Accessing personal email, instant messaging and entering chat rooms.
- Tampering, misusing, abusing or vandalizing any hardware, software, or security measures.
- Trespassing in others' files, folders or works.
- Using files from home at school, or files from school at home.
- Downloading or streaming music.
- Installing software including screensavers.
- Using school resources for non-school activities.

Violations will be referred to the Principal for disciplinary action. Law enforcement agencies will be involved when appropriate. The student will not have computer privileges unless this form is signed and dated by both student and parent. Young students may print their name.

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**Access is a privilege, not a right. Access implies responsibility.**

I have read the policy and will conduct myself accordingly. \_\_\_\_\_  
Student Signature Date

I have read the policy and will support its implementation. \_\_\_\_\_  
Parent Signature Date

**Please return this form to the office by 9/11/23.**

**NOTE:** *(In compliance with the Children's Internet Protection Act (CIPA)), St. James School has adopted Internet safety policies, and filters access to "inappropriate" materials online. The Diocese of Syracuse Technology Curriculum includes Cyber-Ethics, Safety and Digital Citizenship.*