



# *Our Lady of Sorrows School*

## **Technology Acceptable Use Student Policy**



### **Student Use of the Computers**

1. I will follow the directions of the adult in charge of the computer facility.
2. I will report any computer problems immediately to the teacher.
3. I understand that vandalism will result in cancellation of my privileges. Vandalism is any attempt to harm or destroy another person's data or the school's software or hardware.
4. I will avoid physical aggression towards the computers.
5. I will not bring, use, or install any personal software on the computers.
6. I will not have Food or Drinks near the computers.
7. I will keep my computer work area clean.
8. I will use my computer for educational reasons only.

### **Student Use of the Internet**

1. I will not read personal e-mail messages or engage in Internet "Chat" sessions of any kind.
2. I will be courteous and respectful in my messages to others.
3. I will not post comments or information that is offensive to the school, faculty, other students, or the parish.
4. I will not reveal my e-mail address, home address or phone number, or those of other students. I will only use the school address and phone number.
5. I will not use the network in such a way that will disrupt the use of the network by others.
6. I will not use language that is considered offensive or threatening to persons of a particular race, gender, religion, or sexual orientation or to persons with disabilities. I will treat others as I would wish to be treated.
7. I will not download or install any materials from the internet.
8. I will appropriately cite any materials used from the internet.

### **Online Safety Rules**

1. I will not give out personal information or send my picture to anyone without getting my parent's permission.
2. I will tell my teacher or parents right away if I read anything that makes me uncomfortable or is offensive.
3. I will never agree to meet in person anyone I encounter online without first asking my parents.
4. I will not buy or order anything online or give out credit-card information without asking my parents.

**Elastic Clause:** Because it is impossible to foresee all problems which arise, this clause empowers the administration to take disciplinary or legal action for any behavior which violates the spirit and philosophy of Our Lady of Sorrows School even though not specified in the Technology Acceptable Use Policy.