

Internet Access – Acceptable Use Agreement (Holy Trinity, Bucyrus)

Please read this document carefully before signing. The signature page must be returned as part of the student/staff profile.

With Jesus, the Great Communicator, and in the spirit of our Christian tradition, we recognize that we live in a new media age, immersed in a new culture with an evolving language. We propose to make use of the most effective, most powerful means to communicate the integration of faith and culture, which is at the center of Catholic values and education.

Pastoral Instruction Document:

The use of new technologies presents new possibilities and challenges for the mission of the Church and Catholic education. The Church views emerging technologies as gifts of the Spirit to this age and challenges “God’s faithful people to make creative use of new discoveries and technologies for the benefit of humanity and the fulfillment of God’s plan for the world.....” *Aetatis Novae, #2, #3; Rome, 1992*

In keeping with the mission of the Catholic schools to promote values for a lifetime, the schools will instruct about and guard against inappropriate, unethical, and illegal use of the Internet by the student or adult user.

Internet access is available to students and teachers in (HOLY TRINITY, BUCYRUS). We are very pleased to have Internet access, as we believe it offers valuable, diverse, and unique resources to both students and teachers. Our goal in providing this service is to promote educational excellence in the district by facilitating resource sharing, innovation, and communication.

Access to the Internet will enable students to explore thousands of libraries, databases, and bulletin boards while exchanging messages with users throughout the globe. Student and staff users will be able to enhance communication and productivity and share information with the local community, including parents, social service agencies, government agencies, and businesses.

With access to computers and people from around the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. Families should be warned that some material obtained via the Net might contain items that are illegal, defamatory, inaccurate, or potentially offensive. On a global network it is impossible to control all materials, and an industrious user may discover controversial information, either by accident or deliberately. We firmly believe, however, that the benefits to students from online access far outweigh the possibility that users may procure material that is not consistent with our educational goals.

Successful operation of the building network facilities requires use of Internet resources be consistent with the (HOLY TRINITY, BUCYRUS) stated mission, goals, and objectives. All of the rules that apply to student conduct in school also apply when the students are off campus on field trips. The Internet offers many opportunities for virtual field trips to distant locations. It is important that students realize they act as ambassadors for their school in such encounters, and our policy states this explicitly.

It is the policy of (HOLY TRINITY, BUCYRUS) to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children’s Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

The following guidelines are provided so that everyone is aware of personal responsibilities. Any user in violation of these provisions may have his or her account terminated, and future access could be denied in accordance with the rules and regulations discussed during Internet training sessions. Key terms are as defined in the Children’s Internet Protection Act.

Acceptable Use Policy Agreement (continued)

To gain access to the Internet, all students of (HOLY TRINITY, BUCYRUS) must obtain parental permission and attend a series of required Internet training sessions. The signature(s) at the end of this document is (are) legally binding and indicate(s) the party (parties) who signed has (have) read the terms and conditions carefully and understand(s) their significance.

Internet - Terms and Conditions

- 1) A USER is defined as any student, faculty, or staff member using the technology resources at (HOLY TRINITY, BUCYRUS).
- 2) The network is provided to conduct research and communicate with others. Access to network services is given to users who agree to act in a considerate and responsible manner. Access is a privilege - not a right - that entails responsibility. Inappropriate use will result in a suspension or cancellation of Internet privileges. The system administrators, after consultation with the Pastor/President and/or Principal will deem what is inappropriate use, and their decision is final.
- 3) The system administrators will make every attempt to honor privacy. There is an acknowledged trade off between privacy and the need to gather information insuring system integrity and responsible use of the system. A log may be kept of all Internet use by students, faculty, staff, and administration.
- 4) The school administration, faculty, and/or staff may request the system administrator to deny, revoke, or suspend specific user accounts.
- 5) Users are expected to abide by generally accepted rules of network etiquette and conduct themselves in a responsible, ethical, and polite manner while online. Disruptive or disturbing behavior, use of vulgar, obscene or bigoted language or materials will be handled as disciplinary issues.
- 6) Users are not permitted to use the computing resources for commercial purposes, product advertising, or political campaigning.
- 7) Users are not permitted to transmit, receive and/or submit, or publish any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, offensive, *cyberbullying* or illegal materials.
- 8) To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information. Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors. Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purpose.
- 9) Physical or electronic tampering with computer resources is not permitted. Intentionally damaging computers, computer systems, operating systems, or computer networks will result in cancellation of privileges.
- 10) To the extent practical, steps shall be taken to promote the safety and security of users of the (SCHOOL NAME, CITY) online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.
- 11) Users must respect all copyright laws that protect software owners, artists, and writers. Plagiarism in any form will not be tolerated.

Acceptable Use Policy Agreement (continued)

- 12) Security on any computer system is a high priority, especially when the system involves many users.
 - a. Users should notify a system administrator if a problem or potential bypass of security systems is detected. Users should not demonstrate the problem to others.
 - b. Using someone else's password or trespassing in another's folders, work, or files is prohibited.
 - c. Attempts to logon to the Internet as someone else may result in cancellation of user privileges.
- 13) (HOLY TRINITY, BUCYRUS) makes no warranties of any kind, whether expressed or implied, for the service it is providing. (HOLY TRINITY, BUCYRUS) assumes no responsibility nor liability for any phone charges, line costs nor usage fees, nor for any damages a user may suffer. This includes loss of data resulting from delays, nondeliveries, mis-deliveries, or service interruptions caused by one's own negligence or user errors or omissions. Use of any information obtained via the Internet is at the user's own risk. (HOLY TRINITY, BUCYRUS) specifically denies any responsibility for the accuracy or quality of information obtained through its services.
- 14) Exemplary behavior is expected on 'virtual' field trips. When 'visiting' locations on the Internet or using communication tools, users must conduct themselves as representatives of their school. They must abide by the rules/policies of any sites they 'visit'. Conduct that is in conflict with responsibilities outlined in this document will lose network privileges.
- 15) Network systems administration may update technology use policies when new or changing technology warrants.
- 16) It shall be the responsibility of all members of the (HOLY TRINITY, BUCYRUS) staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and the Children's Internet Protection Act.
- 17) Signed acceptable use forms will be kept on file. Please refer to the Technology Policy in the Family/Staff Handbooks.

Any violation(s) may result in a loss of computer access, as well as other disciplinary or legal action. Users are considered subject to all local, state, and federal laws.

Retain this policy for your records. Return the signature page.

(HOLY TRINITY, BUCYRUS)
Internet Acceptable Use Policy Agreement (AUP)

STUDENT (and STAFF) SECTION

I have read the Internet Acceptable Use Agreement. I agree to follow the rules contained in this Policy. I understand that if I violate the rules, my account can be terminated, and I may face other disciplinary measures.

User's Name (student and staff): _____ Student's Grad. Year _____
(please print legibly)

User's signature: _____ Date: _____

PARENT OR GUARDIAN SECTION

As the parent or legal guardian of the student signing above, I have read this Internet Acceptable Use Agreement. I grant permission for my son or daughter to access the Internet. I understand that the school's computing resources are designed for educational purposes. I also understand that it is impossible for (HOLY TRINITY, BUCYRUS) to restrict access to all controversial materials, and I will not hold the school or its staff responsible for materials acquired on the network. I understand that individuals and families may be held liable for violations. Furthermore, I accept full responsibility for supervision if and when my child's use is not in a school setting.

Parent Name _____
(please print legibly)

Parent Signature _____ Date _____

Home Address _____ Phone _____

Cell Ph. _____