

St. Francis Borgia Regional High School (SFBRHS) Acceptable Use Policy

For the purposes of this document technology is defined as any electronic communication device that is network or internet accessible when using a wired or wireless connection.

The goal for St. Francis Borgia's iPad initiative is to provide student access to 21st century tools and resources in order to maximize a student's full potential and prepare him/her to be a dynamic leader now and in the future. Effective teaching and learning with iPads integrates technology into the curriculum anytime, anyplace.

Internet service is provided to students, teachers and staff to promote educational excellence in our school by facilitating resource sharing, innovation, and communication. SFBRHS' access to iPads and other electronic communication devices provides a unique opportunity for students and teachers to interact with the world at large. However, with access to the Internet, students may encounter material that may not be considered to be of educational value in the context of the school setting. On a global network, it is impossible to control all materials and an industrious user may not only discover controversial information but also misleading information. We firmly believe that the valuable information and interactions available on this world-wide network far outweigh the possibility that users may procure material that is not consistent with the educational goals and Catholic identity of the school.

The smooth integration of iPads and other electronic communication devices into the curriculum rely upon the proper conduct of all users who must adhere to strict policies and guidelines. These policies and guidelines are provided here so that individuals are aware of their responsibilities. In general, this requires efficient, ethical, and legal utilization of all electronic communication devices, the Internet, and network resources. If a user violates any of these provisions, he/she will be subject to disciplinary action, which may include denial of future access to electronic communication devices, access to the Internet and/or network resources, and may in some cases depending upon the violation result in legal action.

All students, parents, or official guardians are required to accept in writing the provisions in this Acceptable Use Policy by signing and submitting the Acceptable Use Permission Form (pg. 4).

ACCEPTABLE USE GUIDELINES

1. iPads are intended for use at school each day. In addition to teacher expectations for iPad use, school messages, announcements, independent reading, calendars and schedules may be accessed using the iPad. Students are responsible to bring their iPads to all classes. Student iPads need to be fully charged at the beginning of each school day.
2. Teachers will determine appropriate computer/iPad usage for their classrooms. Students must adhere to all classroom rules and restrictions. Student use of the internet is restricted to sites related to the assignment specified by the teacher. The following activities are acceptable only with the permission of the teacher:
 - ☆ Accessing social networking sites
 - ☆ Downloading high bandwidth music or videos
 - ☆ Accessing games or simulations

☆ Accessing internet sites that are alcohol or drug related

3. Use of the school's wired or wireless networks must be in support of education and research and consistent with the educational objectives of SFBRHS.
4. Students using the internet are not allowed to view or download inappropriate or unlawful information. This includes, but is not limited to, any pornographic material, material that is lewd or suggestive, or material considered excessively violent in nature.
5. Students may not use electronic communication devices in or out of the classroom to get or give answers to tests, to copy information available on the Internet and submit it as student's own work, or to engage in any similar form of electronic cheating.
6. Cyberbullying is prohibited. Antbullying Policy--**Missouri Law 160.755**
"Bullying" means intimidation or harassment that causes a reasonable student to fear for his or her physical safety or property. Bullying may consist of physical actions, including gestures, or oral communication, cyberbullying, electronic, or written communication and any threat of retaliation for reports of such acts. Harassment is defined as any spoken, written, or graphic attacks against a person's race, color, religion, ancestry, national origin, gender, sexual orientation, medical condition, and/or disability. Students subjecting other students or faculty to harassment will be subject to disciplinary and/or possible legal action.
7. Sexting is not permitted. Pornography and Related Offenses--**Missouri Law Chapter 573**
Sexting is the taking, sending, forwarding or asking to receive messages, photos, or videos of persons who are partially or completely undressed or are pretending to or actually performing a sexual act. Students participating in these activities will be subject to disciplinary and/or possible legal action.
8. iPads and other electronic communication devices with camera/video capabilities are not to be used in restrooms, in locker rooms, or in unsupervised areas.
9. All internet users are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to:
 - ☆ Politeness
 - ☆ Using appropriate language
 - ☆ Refraining from identifying yourself by age, sex, or location in any communication over the internet
 - ☆ Using the internet in ways that will not disrupt the service for other users.
10. Email is the property of SFBRHS and is not guaranteed to be private. Support personnel have access to all electronic mail. Messages relating to or in support of illegal activities will be subject to disciplinary and/or legal action.
11. All communication and information accessible via the Borgia network should be assumed to be the private property of SFBRHS.
12. Transmission of any material over Borgia's network in violation of any U. S. or state regulation is prohibited. This includes, but is not limited to, copyrighted material, threatening or obscene material, or material prohibited by trade secret. Use of Borgia's

network for commercial activities, product advertisement, or political lobbying is also prohibited.

13. The computer/iPad user is responsible for compliance with all policies and laws regarding the use of software. Ignorance of the rules does not justify their violation. The unauthorized copying of any software and iPad apps licensed or protected by copyright is illegal. All software and iPad apps provided by SFBRHS are protected by licensing agreements and may not be copied or modified for any use by any user.

Privileges—The use of technology at SFBRHS is a privilege, not a right. Inappropriate use will result in disciplinary action. The Administration of SFBRHS will deem what is inappropriate use and their decision is final. Also, they may deny or suspend specific users and/or close their accounts at any time.

Warranties—SFBRHS makes no warranties of any kind, whether expressed or implied, for the service it is providing. SFBRHS will not be responsible for any damages the user suffers. This includes loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions caused by its own negligence or user errors or omissions. Use of any information obtained via the Internet is at the user's own risk. SFBRHS specifically denies any responsibility for the accuracy or quality of the information obtained through its service. Rules and regulations of usage will be promulgated from time to time by the Administration of SFBRHS. Users of SFBRHS' network are subject to these rules. Internet access is intended for the exclusive use of SFBRHS faculty, students, staff and guest users who are responsible for their actions while utilizing it.

Security—Security on any computer system is a high priority, especially when the system involves many users. If a user can identify a security problem on SFBRHS' network, he/she must notify an administrator or a faculty member. The problem should not be demonstrated to other users. Users are only permitted to access SFBRHS' network using their own logon information.

Vandalism—Vandalism will result in disciplinary and/or possible legal action. In addition to the damage of individual iPads and/or computer equipment, vandalism includes any malicious attempt to harm or destroy data of another user, or to disrupt access to the Internet or other networks within the school. This includes, but is not limited to, the uploading or creating of computer viruses.

Length of Agreement—Once this agreement has been signed it is in effect as long as the student is enrolled at SFBRHS.

Updates—This Acceptable Use Policy is reviewed and updated periodically. Faculty, staff, students and parents will be notified of any changes to this policy at least thirty (30) days before they become effective.

ACCEPTABLE POLICY PERMISSION FORM

STUDENT ACCEPTANCE

I, _____ (Please print your name) understand and will abide by this Acceptable Use Policy. I further understand that any violation of the regulations above is unethical and may constitute a legal offense. Should I commit any violation, my privileges may be revoked, school disciplinary action and/or appropriate legal action may be taken.

Signature of student

Date

PARENT or GUARDIAN ACCEPTANCE

As the parent or guardian of a student, I have read this Acceptable Use Policy. I understand that usage of electronic communication devices and access to the internet during the school day are designed for educational purposes. I recognize it is impossible to restrict access to all controversial materials, and I will not hold SFBRHS responsible for materials acquired on the internet. I hereby give my permission to allow my child to use technology at SFBRHS.

Signature of parent or guardian

Date