

St. Paul the Apostle School
Internet Safety and Acceptable Use Policy

The Diocese of Davenport and St. Paul the Apostle School recognizes and promotes the increasing availability of Internet access in schools and parishes throughout the diocese. The Internet is an electronic highway connecting thousands of computers all over the world with access to electronic mail, public domain software, discussion groups, libraries of information, and other forms of direct electronic communication. The vast amount of information contained in the Internet will allow students and staff opportunities to access educational information, news, the World Wide Web and its search tools as well as the resources of university libraries and the Library of Congress.

The use of this system comes with a corresponding responsibility. Along with the inherent freedom of the Internet comes the possibility of accessing material that is not consistent with the Catholic faith. Although precautions should be taken to restrict access to controversial materials, such access may still be possible.

To safeguard the Internet and its users the Diocese and St. Paul the Apostle School require that students and employees follow these rules:

1. Transmission or intended reception of any material in violation of any national, state, or local regulation is prohibited. This includes, but is not limited to:
 - Copy-righted material
 - Threatening or obscene material
 - Material protected by trade secret

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

Intended transmission or reception of material that would tend to violate the moral teaching of the Catholic Church or be scandalous to the Church is also prohibited.

2. The Diocese requires the use of filtering software or services on all school computers with access to the Internet. When minors are using the Internet, access to visual depictions must be blocked or filtered if they are:
 - a. Obscene, as that term is defined in section 1460 of title 18, United States Code
 - b. Child pornography, as that term is defined in 2256 of title 18, United States Code
 - c. Harmful to minors

Schools cannot disable the filters when minors are using them, even with parental or teacher permission and supervision. Appropriate school staff may disable filters only for adults who are using school computers for bona fide research purposes.

Schools must monitor minors' use of the Internet in school.

3. Appropriate language shall be used while respecting the rights of others. Messages shall not contain profanity, obscene or sexually explicit pictures or comments, or expressions of bigotry or hatred.
4. In general, it is advised that personal identification information should not be made public over the Internet. Personal identification of minors, including addresses and phone numbers should never be given out over the Internet. Illegal activities may be reported to law enforcement.

5. Unauthorized access, including so-called “hacking” and other unlawful activities online are prohibited. Attempts to disrupt the use of the network by destroying data of another user or of the network are prohibited. Attempts by minors to use system administrator access rights or another user’s account without written permission from the school are prohibited. Any user identified as a security risk may be denied access to the Internet. Minors are not allowed to change the configuration of the school computers.
6. All computers should continuously run anti-virus software while in operation. Any information downloaded from the internet should be scanned for viruses before use.
7. The Diocese of Davenport and St. Paul the Apostle make no warranties of any kind, whether expressed or implied, for Internet service including loss of data, delays, non-deliveries, mis-deliveries or service interruptions. Use of any information obtained is at the operator’s risk.
8. Students will not be allowed to use personal accounts from home or send or receive e-mail from a home account while at school. Students will not be allowed to use chat rooms, instant messaging, and other forms of direct electronic communication, except for those provided directly by the school for educational purposes.
9. Internet information is assumed to be private property but is not guaranteed to be confidential. Viewing of Internet information is considered a public act at school. St. Paul the Apostle School reserves the right to monitor all activity of the network at any and all times to ensure the proper, effective and efficient operation of all systems. This monitoring may take the form of audit or log files of network activity, direct observation or electronic observation, and the access and examination any and all records or files.
We reserve the right to engage in routine computer maintenance and housekeeping, to carry out internal investigations, or to disclose messages, data or files to law enforcement or school authorities.
10. Because the information on the Internet is so widespread and constantly changing, it is impossible to predict everything students might locate. Even with teacher supervision, a student may encounter inappropriate information. Students will be instructed on the appropriate use of the Internet, including how to immediately back out of objectionable areas. Students intentionally accessing such information, encouraging others to do so, or failing to immediately back out of accidental encounters will be subject to the consequences listed in the Acceptable Use Policy.
11. Students may be assessed a repair fee for damages to computer equipment.
12. Students will receive education about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyber bullying awareness and response.

In addition to the above, users will be expected to abide by the following code of conduct:

1. Users must cite all quotes, references, sources, etc. in any report. Users will not plagiarize.
2. Users should understand that e-mail and Internet information is not guaranteed to be private or confidential. Messages should be sent and Internet content viewed accordingly.
3. Users should respect the rights of others and only remain on the system long enough to get needed information.
4. Users accessing Internet services that have a cost will be responsible for payment of those costs.
5. Users should only be accessing Internet sites and content as related to the educational objectives for which access is deemed appropriate and relevant.

6. Users will be seated at a table when using a school computer. Computers are not to be used outside.
7. Users will close the lid on the computer when transporting from room to room.

The Network and Technology is a privilege. St. Paul the Apostle School at any time and for any reason or for no reason may discontinue general access to the Network or rescind the user's privilege of using the Network and Technology. Violations of the rules may result in disciplinary action, including and not limited to, the loss of a student's privileges to use the school's information technology resources.

First Infraction:

Ten school days with no computer.

Second Infraction:

Ten school days with no computer and parent meeting.

Third Infraction:

No computer for the remainder of the year and a detention.

All students and their parent/guardian must sign this permission form for students to have Internet access. By signing this form, the parent/guardian and student agree to abide by the Acceptable Use Policy and understand the consequences of its violation.

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This permission form will be kept on file for this school year only.

I understand and will abide by the above acceptable use policy. I further understand that any violation of the policy is unethical and may constitute a criminal offense that may result in the revocation of privileges, disciplinary action and/or legal action.

Please list ALL STUDENTS! Preschool thru 1st grade students do not need to sign in the student signature spot, but please have 2nd – 8th grade students sign this form.

Student #1 Name (Printed) _____ Grade _____

Student Signature _____

Student #2 Name (Printed) _____ Grade _____

Student Signature _____

Student #3 Name (Printed) _____ Grade _____

Student Signature _____

Student #4 Name (Printed) _____ Grade _____

Student Signature _____

Student #5 Name (Printed) _____ Grade _____

Student Signature _____

Student #6 Name (Printed) _____ Grade _____

Student Signature _____

Parent or Guardian: I understand the acceptable use policy and hereby give permission to allow my child to access the Internet and certify that the information given on this form is correct.

Name (Please Print):

Signature:

Date: _____