



## Appendix I: Technology Acceptable Use

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### **DIOCESE OF ORANGE ACCEPTABLE USE POLICY Student Acceptable Use Agreement The Parish School at St. Edward the Confessor Church Year 2018-2019 Grades TYKE-8**

**I understand that access to The Parish School network computers, technology devices and Internet is a privilege that is subject to following these rules:**

1. **Technology Privacy:** The computer and other technology devices are tools for schoolwork. Each student has his/her account and/or logins on the network and is assigned storage areas. These accounts and folders are only for my assigned usage. I will not trespass within other students' accounts or folders. I understand that the instructor may view my digital school work and school communications at any time.
2. **Online Privacy:** To protect my identity, personal information such as my last name, address, telephone number, school name, cell phone number, screen name, and password is never to be given out.
3. **Legal Issues:** I am aware that vandalism of equipment will not be tolerated. I will not install or download anything found on the Internet, including software, MP3 files, pictures, etc. without direct permission from the instructor. I also understand that installation of certain files can damage the computer and may be considered vandalism.
4. **Copyright and Plagiarism:** I will cite all my resources with proper research format for all text and other research items used including pictures, MP3 files, videos, etc. I will respect copyright laws.
5. **Inappropriate Materials or Language:** The use of profanity, offensive, or sexually explicit material and/or language shall not be used. I understand that I shall not view, send, or access materials that do not comply with the School's standards. This includes, but is not limited to materials I wouldn't show to my parents, teachers, or law enforcement. If suggestive, harassing, demeaning or belligerent communication is encountered, I will bring it to the instructor's attention immediately.
6. **Safety Issues:** I will not use the computers or any other technology device to participate in cyber bullying. If I come across any communications that are inappropriate, I will notify my instructor immediately. If I become aware of any student participating in cyber bullying I will notify my instructor and/or the administrator. If I come across anything (picture, ad, website, etc.) on the Internet that is inappropriate then I will let the instructor know so corrective action can be taken.
7. **Social Media and Other Technologies:** I will not use social media and other technologies unless I meet the required age limits set by the social media terms of service.

**I have read and I understand the above rules. If for any reason, the rules are violated, I understand that the school's administration has the authority to issue an appropriate consequence that is consistent with the school's protocol and mission.**