

Acceptable Use Policy for Electronic Information Sources

(Policy taken from the Archdiocese of Hartford, Office of Catholic Schools Guidelines 2009)



As stated by the Office of Catholic Schools: The use of electronic information sources is a privilege. As owners of both the hardware and software that is available, the school backed by the authority of the Office of Catholic Schools may withhold this privilege. Failure to adhere to the established guidelines may result in the loss of Internet/Intranet access, disciplinary action and/or referral to legal authorities.

All electronic information resources shall be used only for educational and research purposes.

All students and staff using electronic information resources shall act in a responsible, ethical, and legal manner at all times.

Students shall use electronic information resources only with the permission of a staff member.

Student use of the Internet/Intranet shall be actively supervised by a staff member.

All users of electronic information resources shall be considerate of other users and their privacy and shall use polite and appropriate language at all times while accessing and using these resources.

Student users of electronic information resources shall not give out personal information other than first name and school e-mail address.

Staff users only may give out personal information about themselves and will do so only within safe and acceptable sites.

All users of electronic information resources shall make responsible decisions while accessing and using these resources.

Users of electronic information resources shall not knowingly tamper with computer equipment, vandalize data, modify data without permission, invoke computer viruses, download suspect files or software from home, attempt to gain access to restricted or unauthorized network services or to the personal files of other users, or violate copyright laws.

I/we agree to these policies, as outlined by the Office of Catholic Schools and Saint Bernard School, Enfield CT:

Signature of User (Student or Staff Member)

Date Signed

Signature of Parent (If a student is the user)

Date Signed

This form must be signed and returned to school before students/staff may use the school's computer equipment.