

## Rose Marie Academy Information Technology Acceptable-Use Policy

Rose Marie Academy (RMA) recognizes that access to information is a fundamental right of citizenship in any free and democratic society. That right cannot be exercised, however, without literacy and, today, literacy is increasingly dependent on skill using computerized information and communications systems. RMA has embarked on a plan to provide our students with all the access, skills and understanding of these tools they will need to develop the necessary skills. We realize, however, that formal education of a child is a partnership between parents or guardians, their children and the school, and that the free-flowing nature of electronic information makes it important to establish an understanding of all of our rights and responsibilities regarding this educational endeavor.

To that end the school acknowledges its responsibility to guide students to use the networked computers made available to them at RMA, or brought from home, wisely and for educational-purposes as determined by RMA policy. We urge parents to do the same at home and we expect students to agree to follow this guidance as a condition for using these tools at school.

Specifically, students are responsible for good behavior in the use of any electronic information and communications device, just as they are in a classroom or anywhere on school grounds. Communications on the network are often public in nature. General school rules for behavior and communications apply. The network is provided for students to conduct research and communicate with others. Access to network services will be provided to students who agree to act in a considerate and responsible manner.

**The following are not permitted:**

- Installing software without permission
- Sending or displaying offensive messages or pictures
- Using obscene language
- Harassing, insulting or attacking others
- Damaging computers, computer systems or computer networks
- Violating copyright laws
- Using others' passwords
- Trespassing in others' folders, files or work
- Chatting or messaging without supervision
- Playing unapproved games
- Employing the network for commercial purposes
- Engaging in activities deemed inappropriate by supervising teachers

**Failure to comply with this agreement may:**

1. result in a loss of access.
2. lead to additional disciplinary action in line with existing practice regarding inappropriate language or behavior.
3. lead to the involvement of law enforcement agencies.

Student use of networked computers will be permitted upon submission of this form signed by parents of minor students (under 18 years of age) and by students themselves. Access to networked computers at school will enable students to explore thousands of libraries, databases, and bulletin boards while exchanging messages with people throughout the world. The school believes that the benefits to students from electronic information and communication access far exceed the disadvantages. But ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, Rose Marie Academy supports and respects each family's right to decide whether to apply for independent access.

Parent

Print Name: \_\_\_\_\_ Signature and  
date: \_\_\_\_\_

Student

Print Name: \_\_\_\_\_ Signature and  
date: \_\_\_\_\_