



2016 – 17 Tech Policy Computers, Phones & iPads

It is the philosophy of Saint Joseph School that the Internet and computer software be used as educational tools in the learning process. All students have access to the Internet and age appropriate software in the Computer Lab, the Science Lab, the Learning Center, and classrooms. We consider this an exciting educational opportunity but also a privilege that must be handled responsibly.

To protect and support the moral, Christian environment of the school community, Saint Joseph School strives to block undesirable sites. In addition, no student is allowed to use a computer/device without faculty permission. Although each student is supervised while using a computer/device, no single teacher or staff member can monitor all the activity on the Internet and does not take any legal responsibility to such. Likewise, the school does not take responsibility for the accuracy of any information received over the Internet.

Each user must act responsibly and morally. Students will be expected to respect this philosophy by adhering to the following guidelines:

- use the Internet for educational purposes only
- be able to state/write his/her purpose for using the Internet to the supervisory adult
- comply with copyright laws while accessing information from the Internet or software
- agree **not to copy** any information directly from a source without giving reference to the author or institution of the source in addition to the web address or software title
- agree not to alter any of the computer settings (control panel, screen savers etc.)
- do not dismantle any computer without permission
- agree to let the teacher know if you are using information from home and take responsibility for the content of material.
- do not supply personal information on the Internet (i.e. full name, phone, address)
- agree to notify a teacher or staff member if something inappropriate is found
- agree to use the *Smartboard* properly
- **do not change or alter anyone else's work**
- agree **not to use** phones during school hours **including dismissal and bus travel**, or at Aftercare, without permission.

Students are forbidden to take pictures and video of other children in school uniform, on school property, or during bus travel. Students are also forbidden to take photos of faculty members or school staff. Students who do so are at risk of suspension or expulsion.

Inappropriate use of technology could be harmful and offensive. A student found in violation of this policy risks the loss all computer/device privileges.

Student name printed _____

Student Signature _____ Grade _____

Parents - *Your signature indicates that you have read and discussed the above with your child.*

Parent Signature _____ Date _____

PLEASE PRINT AND RETURN THIS FORM TO THE SCHOOL BY FRIDAY, SEPTEMBER 9, 2016.