

Lansing Catholic High School Technology Acceptable Use Policy

Student use of technology must be in accord with the education and spiritual mission of Lansing Catholic High School. School employees will take reasonable steps to ensure that student use of technology and information access through technology (such as the Internet) is consistent with this mission. However, ultimate responsibility for their actions rests solely with the student, keeping focused on the use of technology as a tool to further the educational goals. Violation of Technology Acceptable Use Guidelines will result in the loss of privileges and possible disciplinary action under the school discipline code.

ACCEPTABLE USE GUIDELINES:

1. This Acceptable Use of Technology Policy is in compliance with the Diocesan Policy #6142.1.
2. Students will respect the laws of the United States of America, concerning copyrighted material; threatening, violent, or harassing material; obscene material and material protected by trade secret.
3. Students will not submit, publish or display any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive or illegal material; nor will they encourage the use of a controlled substance, alcohol, or tobacco.
4. Students will respect the privacy of others. Use of another's computer, laptop or files, without permission of the technology support coordinator or supervising teacher, is prohibited. Deletion or tampering with files not created or owned by the student is prohibited, unless the supervising teacher directs such deletion.
5. Students will not use another student's computer account or password under any circumstances. Students will not allow another student to use his/her account or password under any circumstances. Students will not impersonate another's identity.
6. Students will not use the network in a way that hampers its use by others. Students will not use the school computers or laptops to play any electronic games unless such game playing has an educational purpose and is specifically directed by the supervising teacher. Computer and networked games, including role playing and fantasy games, are prohibited.
7. Students will not partake in video/audio-streaming of any kind without specific permission from the technology support coordinator or supervising teacher.
8. Students will be safety-conscious while online. Students will not reveal their address or telephone number, nor will they knowingly allow anyone else to do so. Students will not reveal another's name, address or telephone number. Students will not transmit or use pictures of others without their consent.
9. Students will not change desktop settings, (such as changing wallpaper or screen savers) download programs from the Internet or install programs on any school computer or laptop without the written consent of the technology support coordinator.
10. Students will not take apart or remove any computer, laptop, or any other equipment without

specific permission from the technology support coordinator or supervising teacher. This includes peripheral equipment such as mice.

11. Students will reimburse the school for any damage to computers, laptops, or any other equipment that occurs as a result of malicious or negligent actions. The school or its designee will carry out repair or replacement of equipment.

12. Students who bring in computer media (including CDs, DVDs, USB Drives, or any other media containing a file) from outside the school will make every effort to ensure that it does not contain a computer virus. If a student receives a virus warning from any school computer or laptop, he or she must immediately stop whatever he or she is doing and inform the supervising teacher. (Up-to-date virus protection on home computers is recommended.)

13. Student use of e-mail is restricted to faculty/staff consent at all times (24/7/365). Any unauthorized use of personal e-mail, through our network, may result in disciplinary action.

14. Instant messaging is prohibited.

15. Access to any web log (blog), forum, or "social network" web site of any kind, such as MySpace, Xanga, Facebook, etc., is prohibited.

16. Students shall not reboot or shut down computers unless specifically directed by faculty or staff to do so.

17. The technology support coordinator and/or assistant principal have the authority to override a supervising teacher if network integrity could be impaired or compromised by any action.

18. **Student use of the computers is limited to any and all school related activities.** Any use other than that related to, or designated by, the school is prohibited and enforced by the guidelines of the student handbook.

19. Due to continuous advancements technology, additional restrictions and use guidelines may be instituted throughout the school year. If it becomes necessary to amend the Technology Acceptable Use Policy, parents and students will be notified of the amendments. Any amendment instituted will also be visibly posted in the Library/Media Center and on the school's website.

Student access to and use of the Internet, local area networks, computers and other technologies is a privilege. Screening software is used to monitor network and Internet use. Access or attempted access to inappropriate or restricted files or Internet sites may result in loss of this privilege.

**LANSING CATHOLIC CENTRAL HIGH SCHOOL TECHNOLOGY
ACCEPTABLE USE POLICY**

I have read and understand the Lansing Catholic Central High School Technology Acceptable Use Policy. I agree to follow all regulations and guidelines set forth therein.

Student Signature Date

Printed Name

Student Number

Parent/Guardian Signature Date

Printed name

Signature indicates that you have read and will support this AUP.

This page must be returned to the School Library before a student's account can be activated.