

# DIOCESE OF JOLIET CATHOLIC SCHOOLS OFFICE

## STUDENT AGREEMENT FOR INTERNET ACCESS AND RELATED TECHNOLOGY USE

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The Catholic Schools Office of the Diocese of Joliet and the Cathedral of St. Raymond School hereinafter (the "School") support the use of technology in the instructional program through internet capable devices, digital equipment, and electronic communication and associated technology services collectively referred to as ("**Technology Resources**") as a means to facilitate learning and teaching in a digital world.

### **DEFINITIONS:**

**User** includes anyone, including employees, students and guests using the School's Technology Resources, including but not limited to devices, wired or wireless network, Internet, email, and other forms of technology services and products.

**Network** is any and all wired and wireless technology networks, cellular networks, commercial, community, or homebased wireless networks accessible to students.

**Equipment** refers to computers, notebooks, tablets, cellular phones, smartphone devices, iPads, kindles, e-readers, as well as portable storage devices.

All uses of Technology Resources shall be for educational purposes only, and will be consistent with the Diocesan and School's goal of promoting Catholic values and teaching, moral and ethical decision-making and academic excellence as defined in the respective mission and philosophy statements.

The Parents/Guardians of student users of Technology Resources must agree to and accept the Terms and Conditions below before their children will be granted access to the Technology Resources within the School.

The School recognizes that students have widespread access to both technology and the internet, therefore, use of personal devices and connectivity is considered to be included in this Acceptable Use Agreement (AUA),

The failure of any user to follow the terms and conditions of this Agreement may result in the loss of privileges, disciplinary action and/or legal action.

### TERMS AND CONDITIONS

#### 1. **Acceptable Use**

The Diocese and School will make reasonable efforts to ensure that all Technology Resources are used in a responsible, moral and ethical manner consistent with the educational and moral objectives of the Diocese and School.

#### **Responsibility**

School administrators, teachers, staff, and volunteers work together to help students cultivate and manage their digital identity and reputation and online social interactions in ways that promote Catholic values and that are positive, ethical, safe and legal. However, there is an enormous range of material available on the Internet, some of which may not be fitting with the particular values of a student's family. It is not practically possible for the Diocese and School to monitor and enforce a wide array of social and religious values in student use of the Internet. Therefore, the Diocese and School recognize parents as **primary educators** of their children and the need for them to be involved in instructing and monitoring their children as to what material is and is not acceptable for access and communication at home when in possession of a school owned device.

The students, teachers and staff have the responsibility to respect and protect the rights of all digital users in School and on the Internet.

The School Administration or Pastor has the authority to determine what constitutes inappropriate use and his/her decision is final.

#### 2. **Code of Conduct**

Expectations for conduct Grades Pre-K-3, and 4-8 are defined with the expectation for age appropriate behavior when using technology resources.

3. **Safety**

Reasonable efforts will be made to protect users of the network from harassment, or unwanted and unsolicited communication. Any network users who receive threatening or unwelcome communication should immediately bring this to the attention of a teacher or administrator.

4. **Internet Filtering/CIPA**

The school will use technology protection measures in compliance with the **Children's Internet Protection Act (CIPA)** to protect minors and all users.

5. **Privacy**

The user does not have any right of privacy or ownership whatsoever regarding their use of the School's property, network, Internet access or files including email and all school provided accounts. Consequently, all communication systems and all communication and information transmitted by, received from, or stored in any manner are the property of the Parish, School or Diocese and are to be used for educational purposes only.

To ensure that the use of the network is consistent with the educational objectives and philosophy of the School, Parish, and Diocese, authorized representatives may monitor the use of the network to access, review, copy and store or delete any electronic communications or files and disclose them to others as it deems necessary. This applies to use of personal devices as well as school owned equipment.

The system administrator (Principal or designee, Pastor) may remove any material stored by the users which violates the terms of this Agreement.

6. **Consequences for Inappropriate Use**

The School network user shall be responsible for damages due to the misuse of technology equipment, systems, and software.

Illegal use of the School network, intentional deletion or damage to files or data belonging to others, copyright violations or theft of services will be reported to the appropriate authority and will be deemed a failure to follow the terms and conditions of this Agreement.

7. **Web Pages**

The School may choose to publish Web Pages for purposes of providing School or Parish information and teacher or class information. This may include the posting of meetings, agendas, student activities, projects and accomplishments, schedules and other information of interest to students, parents and the community. Classrooms may participate in the development of web pages as on-going educational projects. The posting of any material that may violate copyright law is expressly prohibited.

Disclosure of student information on the School website will be limited to first name and last initial. Photographs or video of students may be posted on the school website; however, no photograph or video of any student will be captioned with the student's name, or identify the student by name in any other manner. No image of a student may be posted in such a way that the image of that student may be matched up with the student's name.

The principal or his/her designee shall monitor school web publications.

8. **Personal Electronic or Cellular Devices**

Students may not carry personally **owned devices** with them during school hours unless special permission is granted by the Principal or his/her designee. Privately Owned Devices otherwise stored in student lockers must be turned off. These items include, but are not limited to: cell phones, pagers, Mp3 players, iPods, cameras/video recorders, laptops, notebooks/tablets and all other mobile devices.

9. **Indemnification**

The user's parent/guardian hereby agrees to indemnify the School/Parish/Diocese for any losses, costs, or damages, including attorney fees, incurred by the School, Parish, or Diocese relating to or arising out of the breach of, or the enforcement of this Agreement or the School/Parish/Diocese enforcement thereof.

10 **Financial Obligations**

The student, parent, guardian, agrees to be responsible for any financial obligation incurred through the use of the School network that is contrary to the terms of this Agreement.

11 **Limitation of Liability**

The School/Parish/Diocese makes no guarantee that functions and services provided by the School's computer system and network will be error free or without any defect. The School/Parish/Diocese have no responsibility for the accuracy or quality of information obtained through the use of the School network or for any damages users suffer.

**DIOCESE OF JOLIET**  
**ACCEPTABLE USE AGREEMENT: INTRANET/INTERNET**  
**Grades K - 3,**  
**Including Summer Programs**

*As a part of my schoolwork, my school gives me the use of devices and technology resources for my work. My behavior and language should follow the same rules I follow in my class and in my school. To help myself and others, I agree to the following promises:*

1. I will use technology to do school work, as explained to me by my teacher and not for *any other* reason.
2. I will use the Internet *only* in ways the teacher has approved.
3. I will not give my password to anyone else, and I will not ask for or use anyone else's password.
4. I will *not* put on any device my address or telephone number, or any other personal information about myself or anyone else.
5. I will not upload, link, or embed an image of myself or others without permission.
6. I will not play games or use other resources that a teacher has not approved.
7. I will be polite and considerate when I use devices. I will not use them to annoy, be mean to, frighten, tease, or poke fun at anyone. I will not use swear words or other rude language.
8. I will not use the technology to bully or threaten anyone, including teachers, schoolmates or other children.
9. I will not try to see, send, or upload anything that says and or shows bad or mean things about anyone's race, religion or gender.
10. I will not damage the device or anyone else's work.
11. I will not break copy or take credit for anyone else's work including any source on the Internet.
12. If I have or see a problem, I will not try to fix it myself but I will tell the teacher. *If the problem is an inappropriate image I will turn off the screen or cover it and then seek help.*
13. I will not block or interfere with school or school system communications.
14. My technology use is not private; my teacher may look at my work to be sure that I am following these rules, and if I am not, there will be consequences.
15. I know that the conduct that is forbidden in school is also forbidden when I use devices outside of school.

**Print Student's Name:** \_\_\_\_\_ **School:** \_\_\_\_\_ **Grade:** \_\_\_\_\_

**Student's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parents:** *I have read and discussed with my son or daughter the Acceptable Use Agreement, and I give permission for him or her to use these resources. I understand that technology access is conditional upon adherence to the guidelines above. Although students are supervised when using these resources, and their use is electronically monitored, I am aware of the possibility that my son or daughter may gain access to material that school officials and I may consider inappropriate or not of educational value.*

**Print Parent/Guardian Name:** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**\* STUDENTS MAY NOT USE TECHNOLOGY RESOURCES UNLESS THIS AGREEMENT IS SIGNED AND RETURNED TO THE TEACHER.**