Ryan Academy Internet, Email and Technology Acceptable Use Policy

Technology is an essential educational tool whose use must be grounded in the values and mission of education. All users, faculty, staff, administrators, and students, are expected to exhibit high standards of behavior at all times when using the Internet, email and other technology. The use of the School’s network and the Internet is a privilege, not a right. The use of computer systems and the Internet at School must be in support of the educational mission and objectives of Ryan Academy. Inappropriate use may result in cancellation of those privileges. Based upon the Acceptable Use Policy guidelines in this document, the Principal will deem what is inappropriate use and his/her decision is final. In addition, the Principal has the right to close an account at any time. School authorities may take other disciplinary actions for any unacceptable behaviors. The administration, faculty and staff may request that the Principal deny or revoke specific user access. Additionally, the cost of any repairs caused by inappropriate behavior will be the responsibility of the student and his/her family. Prior to being given access to the School’s computers and Internet, all staff members, as well as students in grades K-6 and their parent(s) must return the signed Technology and Internet Acceptable Use Contract. These agreements will be completed every year.

System users at School have no right to privacy and should have no expectation of privacy in materials sent, received, or stored in School-owned computers or on the School network. All communications (including email) and information accessible via the network is School property. Messages relating to or in support of illegal activities may be reported to authorities. The technology coordinator/system administrator supervises the use of the network by students and school personnel. He/she has access to all files and email and may authorize access as necessary. Security on our computer system is a high priority. Anyone with reason to suspect a security problem on the School network must notify an appropriate authority. At School, the faculty and staff blend thoughtful use of computers and the Internet throughout the curriculum and provide guidance and instruction to students in their use. The School provides controls and filtering protection on the School’s network. Outside of School, families bear responsibility for the education and monitoring of their students in Internet and computer usage much as they do with television, telephones, radio, movies, and other media. The School may not be held responsible for users’ intentional misuse of the Internet or equipment.

Acceptable Computer and/or Internet Use

1. The School’s technology is meant for educational purposes: classroom instruction, research, and/or approved projects. In order to accomplish these goals, the School’s computers may be used for accessing research databases and libraries of information in the form of text, graphics, photographs, video, and sound, as well as for interacting and collaborating with others.

2. Users are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) being polite, using appropriate language, properly citing and/or obtaining permission for all information from research sources when the information used from those sources is included in a work as a direct quote or paraphrase.

Unacceptable Behaviors must be promptly reported to the Principal or his/her designee includes, but not limited to the following:

1. Refusing to abide by the generally accepted rules of network etiquette as mentioned above.

2. Attempting to log on to the School network or the Internet using a user ID/password other than his/her own. Sharing passwords or trespassing in other’s folders, work or files.

3. Sending any written comment or picture that is malicious regarding another student or individual. All forms of e-communication harassment of any kind, unfounded accusations, derogatory remarks, confidential information or promotion of illegal or immoral behavior.

4. Sending and receiving of any material in violation of any national, state or local regulation. This includes, but is not limited to, copyrighted, threatening or obscene material.

5. Using School name or logo on personal websites. The School discourages revealing personal information on the Internet and can make no guarantees of privacy or security when the user shares personal information on non-secure web sites.

6. Publishing information on the Internet, such as blogging, that brings discredit to the School (whether on or off School premises).

7. Non-School related social contacts between faculty/staff and students.

8. Any access of inappropriate materials that are offensive graphically or display unlawful messages, obscene, discriminatory, harassing, threatening, and/or illegal content or downloading/installing unapproved software.

9. Damaging/vandalizing computers (including the uploading or creation of viruses), systems, networks or any peripherals, attempting to gain access to unauthorized sources, attempting to harm or destroy data of another user, or attempting to circumvent protective security software.

10. Using network in any way that will limit or disrupt network use or attempting to alter School system settings or data.

11. Using the network for political or commercial purposes such as endorsing political candidates or selling items or services.

12. Assisting others in violating any of these policies.

13. Abuse or fraudulent use of the computer system, network or Internet not specifically mentioned is

\*Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the computers and Internet.

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I understand and will abide by the Internet, Email and Technology Acceptable Use Policy. I further understand that any violation of this agreement is unethical and may constitute a criminal offense. Should I commit any violation my access privileges may be revoked and disciplinary action and/or appropriate legal action may be taken.

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Student Signature Date

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Parent/Guardian Signature Date