

Technology and Internet Use Agreement  
For Diocese of San Jose Technology Users

As a user of technology and the Internet I agree to follow the rules and code of ethics in all of my work with computers while attending St. Martin School.

1. I recognize that all computer users have the same right to use the equipment; therefore I will not use the computer resources for non-academic purposes. I will not waste time or supplies. When I am in the computer lab, I will talk softly and work in ways that will not disturb other users. I will keep my computer work area clean and will not eat or drink in the computer lab.
2. I recognize that copyright laws protect software; therefore, I will not make unauthorized copies of software, and I will not give, lend, or sell copies, of software to others. I understand I will not be allowed to bring software applications, games, or CD-ROMs from home to be used on school equipment without proof of licensure and prior approval of appropriate school personnel.
3. I recognize that the work of all users is valuable, therefore:
  - \*I will protect the privacy of others by not trying to learn their password.
  - \*I will not copy, change, read, or use files from another user without prior permission from that user.
  - \*I will not attempt to gain unauthorized access to system programs or computer equipment.
  - \* I will not use computer systems to disturb or harass other computer users or use inappropriate language in my communications.
  - \*I will honor my school's procedures for the storage of information. I understand that I am expected to save files that I want to keep on my own CD-ROM. I realize that, after prior notice has been given to me, files may be deleted from the system to protect the integrity of the network or because of space limitations on the computers hard drive.
4. Our goal in providing Internet access to teachers and students is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication.
5. If a St. Martin School student violates any of the provisions of Diocesan policy, the student's parent/guardians will be notified, and the student's Internet access may be terminated with the possibility of future access denied. In addition, the student may be subject to school disciplinary action. The signatures at the end of this document are binding and indicate the parties who signed have read the terms and conditions carefully and understand the significance.

## Technology and Internet Regulations Grades 4th – 8th

**Internet Understandings** ~ Users are expected to abide by the terms, conditions and regulations as attached.

**I understand** the importance of being polite and refraining from sending threatening, abusive or offensive messages to others.

**I understand** that accessing the Internet is a privilege granted for the primary purpose of conducting research, completing class assignments, and gaining familiarity with evolving electronic communications.

**I understand** that if assigned an Internet password, good security practices dictate confidentiality at all times. I will not share my password with anyone.

**I understand** as a user of a network, I will not use bulletin boards, chat rooms, instant messaging or web blogging.

**I understand** that the use of my home email or chat services through the school's Internet connection is not permitted.

**I understand** that electronic mail (e-mail) is not guaranteed to be private. People who operate the system may have access to all mail.

**I understand** that I must not reveal my personal information or those of others over the Internet.

**I understand** that I will be financially responsible for any unauthorized commitments I make through the Internet.

**I understand** and respect the right to acknowledgment, the right to privacy, and the right of all authors and publishers to determine the form, manner and terms of publication and distribution of works in any medium.

**I understand** that in order to assure system wide security, each user of shared computer resources must follow designated security guidelines.

**I understand** that actions I may take such as plagiarism, invasion of privacy, unauthorized access, violation of copyright laws as well as other illegal activities may be grounds for disciplinary and/or appropriate legal action.

**I understand** that the same rules and responsibilities apply whether I am using the Internet at school, at home, or at any other location.

### **Technology and Student Internet Use Agreement**

I have read (or had explained to me) and understand the above agreement. I further understand any violation of Diocesan policy is unethical and may constitute a criminal offense. Should I commit any violations, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action taken.

<b>Student's Name (please print)</b>					
<b>User Signature</b>		<b>Date</b>		<b>Grade</b>	

## Technology and Internet Use Agreement - Parent / Guardian

**Important: Please read carefully before signing:**

As the parent or guardian of this student, I have read the expectations for technology and Internet use. St. Martin School has taken precautions to eliminate inappropriate materials. However, I also recognize it is impossible for St. Martin School to restrict access to all controversial materials, and I will not hold them responsible for materials acquired through the use of the Internet.

Furthermore, I accept full responsibility for supervision if and when my student's use is not in a school setting. I hereby give my permission to provide access for my student on the Internet and certify that the information contained on this form is correct. I exempt St. Martin School and agree to hold it harmless from financial responsibility if my student incurs any financial liability, and thus I accept responsibility if such financial commitments are made.

Student's Name:	
Identify who explained this agreement to the student: <i>(Please print)</i>	
My student may have access to the Internet. <b>YES NO</b>	
Parent / Guardian's Name: <i>(Please print)</i>	
Signature:	
Date:	

## **Technology and Internet Regulations Grades K – 3rd**

**Internet Understandings** ~ Users are expected to abide by the terms, conditions and regulations of the Diocese and St. Martin School.

**I understand** the importance of being polite on the Internet, and I will not send inappropriate messages to anyone.

**I understand** that in order for all students in my class to have access to Internet, it is necessary that I not waste time while using the system.

**I understand** that if I am assigned a password, I will not share it with anyone.

**I understand** that I will not provide my personal name, address, or phone number or those of others to anyone on the Internet unless authorized to do so.

**I understand** that disciplinary measures may be taken if I engage in illegal activities through Internet access.

**I understand** that the same rules apply whether I am using the Internet at school, at home, or at any other location.

### **Student Technology and Internet Use Agreement**

I have read (or had explained to me) and understand the above agreement. I further understand any violation of the terms, conditions, and regulations are unethical and may constitute a criminal offense. Should I commit any violations, my access privileges may be revoked and school disciplinary action may be taken.

<b>Student's Name</b>					
<b>User Signature</b>		<b>Date</b>		<b>Grade</b>	