



Holy Family Regional School

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K-3
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Accredited by the Michigan Association of Non-public Schools

Holy Family Regional School Student Telecommunications Acceptable Use Agreement

As a computer user, I agree to follow the rules and code of ethics in all my work with telecommunications devices while attending Holy Family Regional School:

1. I recognize that all 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 or take supplies that are provided by the school. While in computer labs, 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 software is protected by copyright laws; therefore, I will not make unauthorized copies of software and I will not give, lend, or sell copies of software to others. I understand that I will not be allowed to bring software applications or games from home to be used on school equipment.
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 for computer equipment; I will not use computer systems to disturb or harass other computer users or use inappropriate language in my communications.
4. I will honor my school's procedures for the storage of information. I realize that after prior notice has been given to me, my files may be deleted to protect the integrity of the network or because of storage space limitations.
5. I realize that all students at HFRS will be instructed in the proper use of the network. The use of the Internet must be in support of education and research consistent with the educational objectives of the school. Students using network or computing resources must comply with the appropriate rules for that network or resource. HFRS reserves the right to monitor, inspect, copy, review and store at any time and without

prior notice any information transmitted or received in connection with such usage. All such information shall be and remain the property of HFRS and no student shall have any expectation of privacy regarding such information.

6. As a user of a network, I will not share information for personal use. In addition, I will not reveal my personal information, home address, phone number, or those of students, teachers, or other staff members. Transmission of any material in violation of any U.S. or state regulation is prohibited. This includes, but is not limited to: copyrighted material, threatening or obscene material, or material protected by trade secret. The use of school telecommunications resources for commercial activities is not permitted. Their use for product advertisement or political lobbying is also prohibited.
7. Parents must realize that their students may encounter material on the Internet that they do not consider appropriate (vulgar jokes, statements of belief that some might consider immoral, etc.) Students are responsible for not pursuing material that could be considered offensive.
8. I understand that school is not the appropriate setting for the use of public social networking sites and that such use by students at HFRS is prohibited. Public social networking sites are sites where individuals create and view personal profiles, create networks of friends, and post text, audio, and video messages and content.
9. I understand that Cyber-bullying is strictly prohibited. Students must not use the Internet or school telecommunications devices to engage in bullying or to encourage others to do the same. If a student finds that other users are engaging in cyber-bullying or harassment he or she should report such use to a teacher or school administrator.
10. I understand that a (WCD) "Wireless Communication Device" is an electronic device such as a cellphone or wearable "smart" watch that enables communication over a wireless or cellular network. These devices allow transmitting and/or recording of sound, video, still images, text, and other information either in real time or on a delayed basis between parties. Possession of a wireless communication device (WCD) by a student is a privilege that may be forfeited by a student who fails to abide by the terms of this guideline or otherwise engages in misuse of this privilege:
 - a. Students may not use WCDs for wireless or cellular telecommunications purposes on school property during the school day.
 - b. WCDs, including but not limited to devices with cameras, may not be activated or used at any time in any school situation or location where a reasonable expectation of personal privacy exists, including but not limited to locker rooms and bathrooms.
 - c. Students are prohibited from using WCDs to capture, record or transmit the words and/or images of any student, staff member, or other person in the school without that person's consent. Using a WCD to take or transmit audio and/or pictures/video of an individual without his/her consent is considered an

invasion of privacy.

- d. Students are prohibited from using a WCD to capture and/or transmit test information or any other information in a manner constituting fraud, theft, cheating, or academic dishonesty. Likewise, students are prohibited from using their WCDs to receive such information.
 - e. Students participating in extra-curricular activities and athletics must contact their coach, advisor, or sponsor for his/her rules involving the use of WCDs after school hours or on after school bus trips. Coaches and sponsors will set their rules and enforce consequences involving the use and/or misuse of these devices.
 - f. No expectation of confidentiality will exist in the use of WCDs on school premises/property. Parents are advised that the best way to get in touch with their child during the school day is by calling the school office.
11. The use of telecommunications is a privilege, not a right, and inappropriate use will result in the cancellation of these privileges. Vandalism or intentional modification of system settings will result in cancellation of privileges and/or school disciplinary action. The school reserves the right to seek financial restitution for any damage caused by a student or other user. The system administrators will deem what is inappropriate use, and their decision is final. The administration, faculty, and staff of the school may request that the system administrator deny, revoke, or suspend specific user privileges. Violations of the rules described above will be dealt with seriously.