

**ACCEPTABLE USE POLICY FOR TECHNOLOGY AT ST. ANNE SCHOOL – FAIR LAWN**

The use of technology at St. Anne School is a privilege, not a right. Students and employees are expected to make responsible, ethical, and appropriate use of computers and information services at all times. These services include but are not limited to the use of all school computers and peripherals, Internet access, and all associated software. Students and employees should realize that these services are restricted and costly and that such things as time, money, and hardware are wrongfully employed or appropriated when these services are abused. St. Anne School is in compliance with the Children’s Internet Protection Act (CIPA) and has taken measures to block or filter Internet access for both minors and adults to certain visual depictions using SonicWall software and the CyberNot list, which is updated regularly.

St. Anne School has specific expectations for students at each grade level and employees regarding their use of computers before, during, and after school hours. These expectations apply whether the computer and/or service is used in the computer lab, classroom, library, or any other location in St. Anne School.

**RULES OF CONDUCT**

1. Students/Employees may not use computers, etc. in any way inconsistent with the policy stated above.
2. Students/Employees may use only their password.
3. Students/Employees may not reconfigure or tamper with the network system in any way, nor attempt to access or alter files.
4. Students/Employees may not unlawfully copy software or information.
5. Students/Employees may not use illegal software.
6. Students/Employees must properly cite all information acquired from electronic sources and used in student/employee work.
7. Students/Employees are responsible for all activity conducted on his/her account or under his/her password.
8. Students/Employees may not use non-instructional computer games on any school-owned computer, server, or network system.

**Failure to comply with these standards of acceptable use of technology at St. Anne School will result in withdrawal of technology privileges. After review of any infraction, additional disciplinary action may be taken at the discretion of the Principal.**

I, \_\_\_\_\_, have read and I understand the Acceptable Use Policy for Technology  
(Student’s name)  
at St. Anne School. I agree to abide by the terms stated above.

\_\_\_\_\_  
Student’s signature

\_\_\_\_\_  
Date

As the **parent** of \_\_\_\_\_, I too have read and I understand the Acceptable Use Policy for Technology at St. Anne School. I understand that technological access offered during school hours is designed for educational purposes. While St. Anne School has taken internal measures to assure that students are protected from viewing inappropriate material or from visiting inappropriate web sites, I acknowledge that it is impossible for St. Anne School to guarantee that controversial material can be utterly and completely restricted. As such, I will not hold the school or its agents responsible for any such materials acquired .

\_\_\_\_\_  
Parent’s signature

\_\_\_\_\_  
Date

**Please return this form no later than \_\_\_\_\_ . Failure to do so will result in the loss of technology services for your child.**