

# DIOCESE OF JOLIET CATHOLIC SCHOOLS OFFICE

## STUDENT AGREEMENT FOR INTERNET ACCESS AND RELATED TECHNOLOGY USE (REVISED DEC 2018)

---

The Catholic Schools Office of the Diocese of Joliet and Holy Trinity Catholic School support the use of technology in the instructional program through internet capable devices and digital equipment (sometimes collectively referred to as "Technology Resources"), as a means to facilitate learning and teaching in an interconnected digital world.

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, 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.

Both the Parent/Guardian and Student user acknowledge that the Code of Conduct herein also applies to personal electronic devices, including, but not limited to cell phones and other handheld devices, laptops and notebooks/tablets ("Privately Owned Devices") Students and their parents or guardians are advised that the Diocese of Joliet Catholic Schools may not request or require a student to provide a password or other related account information in order to gain access to a student's account or profile on a social networking website. The school **may** conduct an investigation and if the school has **reasonable** cause to believe the content of a student's social media account has violated a disciplinary rule or policy of the school, the law requires the student to provide social networking website passwords or other related account information to gain access to the student's account or profile. (IL School Code 105 75/15, Illinois Public Act 098-0129)

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 Parish School will make reasonable efforts to ensure that technology is used in a responsible, moral and ethical manner consistent with the educational and moral objectives of the Diocese and School.

##### **Responsibility**

School administrators, teachers and staff work together to help students cultivate and manage their digital identity and reputation and online social interactions in ways 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 students' 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 their children as to what material is and is not acceptable for access and communication through the School network system and 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 every other user in the School and on the Internet.

The Principal 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 K-2, 3-5 and 6-8 are defined with the expectation for age appropriate behavior when using technology.

#### 3. **Safety**

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

#### 4. **Internet Filtering**

The school will use technology protection measures in compliance with the **Children's Internet Protection Act (CIPA)** to protect minors and all users against access to visual depictions that are violent, obscene, constitute child pornography, or are otherwise harmful to minors.

5. **Privacy**

The user does not have any right of privacy or ownership whatsoever in relation to his/her use of the School network and/or email. Consequently, all electronic and telephone 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 from time to time, which may include the printing and reading of all information stored, and all emails entering, leaving or stored and all files created and saved in the system.

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 to equipment, systems, and software resulting from deliberate and willful acts or installation of unapproved software and/or files. 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.

If a user mistakenly accesses inappropriate information, the user shall immediately inform the the teacher or adult supervisor.

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 Privately 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 handheld devices (which exception to those covered in #9 of this agreement).

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**  
**GRADE 4-8\* (including Summer Programs)**

**I understand that Holy Trinity Catholic School, hereinafter the “School,” provides electronic resources, including Internet access and storage space for student work, as an integral part of the curriculum. Behavior and language in the use of these resources should be consistent with classroom standards. I agree to the following responsibilities and restrictions:**

1. I will use the electronic resources, including storage space, only for educational purposes related to work in School and not for any personal, commercial or illegal purposes.
2. I will use the Internet only with the permission of the staff member in charge.
3. I will not use games or other electronic resources that have objectionable content or that engage me in an inappropriate simulated activity.
4. I will not give my password to any other user, nor attempt to learn or to use anyone else’s password, and I will not transmit my address or telephone number, or any personal or confidential information about myself or others.
5. I will not upload, link, or embed an image of myself or others to any sites without expressed teacher permission and a signed parental permission slip.
6. I will not make statements or use the likeness of another person through website postings, email, instant messages, etc., that harass, intimidate, threaten, insult, bully or ridicule students, teachers, administrators or other staff members of the school community, make statements that are falsely attributed to others, or use language that is obscene or offensive.
7. I will not attempt to access, upload, or transmit material that attacks ethnic, religious or racial groups, or material that is pornographic or explicitly sexual in nature.
8. I will not violate copyright laws, damage or tamper with hardware or software, vandalize or destroy data, intrude upon, alter or destroy the files of another user, introduce or use computer “viruses,” attempt to gain access to restricted information or networks, or block, intercept or interfere with any email or electronic communications by teachers and administrators to parents, or others.
9. I understand that my use of technology resources is not private, and that the school reserves the right to monitor use to assure compliance with these guidelines; violations may lead to loss of privileges including internet access and/or other disciplinary measures.
10. I understand that the prohibited conduct described above is also prohibited off campus when using private equipment if it has the effect of interfering with the educational process as decided by school administration, and that such off-campus violations may lead to disciplinary measures.

## Addendum for Personally Owned Devices

I understand that the School allows me to bring my own devices such as phones, tablets and computers. In order to be permitted to bring my own device, I agree to the following responsibilities and restrictions:

1. I will follow all school rules while using my own device on school grounds and I understand that the rules outlined above regarding my use of school resources apply to my use of my own device on school property and that rule 10 above applies to my use of my device off school property.
2. I will not take photos or record video of any student, teacher or administrator without the expressed permission of my teacher or school administrator.
3. I will not use my device during class unless expressly instructed to do so by a teacher and I will immediately comply with a directive to turn my device off, to put my device away or to turn my device over to a teacher or administrator.
4. I understand that my device may be confiscated at any time and that a teacher or administrator may view contents of my device including but not limited to, texts, emails or social media postings, if it appears that I may have used my device in violation of school rules or this Agreement.
5. I understand that the school is not responsible for theft, damage or loss of my device and I understand that I am not permitted to leave my device at school overnight unless it is secured.

Print Student's Name: \_\_\_\_\_

School: \_\_\_\_\_ Grade: \_\_\_\_\_

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

Parents/Guardians: I have read, understood, and discussed with my son or daughter this Acceptable Use Agreement, and I give him or her permission to use electronic resources, understanding that this access and use of personal devices on school grounds is conditional upon adherence to the agreement. Although students are supervised when using school resources, and their use of school resources 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's Name: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\* STUDENTS MAY NOT USE TECHNOLOGY RESOURCES OR BRING THEIR OWN DEVICES UNLESS THIS AGREEMENT IS SIGNED AND RETURNED TO THE PRINCIPAL