A signed Acceptable Use Policy for the use of the computers must be kept on file for each new school year.

Parents: Please read this AUP and discuss the information with your child (children). You should keep the policy at home for future reference.

YOU and ALL of your children who attend Our Lady of Hope Regional School (grades K through 8) will need to sign and complete the information on the attached page and return the signed sheet to school by September 17, 2019.

Acceptable Use Policy - School Year 2019-2020

1. Purpose
We are pleased to provide network services for:
   a) Student access to educational resources, to present information, and to work collaboratively with peers and experts internationally.
   b) Faculty, staff, and administration access to professional development and research opportunities, educational standards and practices, collaborative opportunities, and successful teaching methods.

2. AUP
These services are provided as a privilege to the user and this AUP provides an opportunity to educate the user on the school’s expectations and the responsibilities of the user.

3. Access
There are networked computers (networked meaning the computers that are connected to the Internet) accessible to students in classrooms, and computer lab.

4. User Responsibilities - “Do’s and Don’ts”
   - Do use the network in accordance with the school’s code of conduct.
   - Do cite the sources of information properly.
   - Do use the network only for legal activity.
   - Do use the Internet for educational purposes. Most of your time should be spent in areas that relate to schoolwork.
   - Do use appropriate language.
   - Do not access inappropriate material. If you find yourself at a site that is not appropriate, click the back icon immediately.
   - Do not enter chat rooms.
   - Do not use instant messaging.
   - Do not type information about yourself or anyone else into any area on the net unless you have permission from your teacher.
   - Do not use personal websites to display inappropriate material, information, threats, or remarks concerning other persons. Do not create a webpage, website, account, blog or the like that is designed to look like it was created by or belongs to another student, parent, teacher, administrator, school employee or other member of the school community without the written consent of that individual. Do not create a website or webpage designed to look like an official school posting. Do not use the school seal or motto without written consent of the principal.
   - Do not degrade or disrupt equipment or system performance.
5. Personal Safety

- Do not use e-mail in school.
- Report to the teacher any website or information that makes you feel uncomfortable.
- Do not reveal your home address, last name, pictures, or phone numbers or those of other students.

6. Inappropriate Use

The student is held responsible for his or her actions and activity when using the computers. Unacceptable use of the computers will result in the suspension or revoking of these privileges. Students will be referred to the principal.

A REMINDER TO PARENTS:

Please be aware of the dangers of websites as well as social media sites. Children under the age of 14 need parent permission to post information at these sites. Children have been informed of these dangers and we ask that Parents monitor their children’s activities while on the internet.

Use of cell phones in school is not permitted. If parents deem it necessary for their child to have a cell phone in their possession in school it must be turned off and kept in their backpack/school bag at all times.
Please return this signed form to school by **September 17, 2019**

Please keep the **Acceptable Use Policy** the **Guidelines for Internet and Electronic Communications** and **Internet Safety Policy** at home for future reference.

As the parent or legal guardian of the minor student (students) signing below, I grant permission for my son(s) or daughter(s) to use school-networked computers. I have read the **Acceptable Use Policy** the **Guidelines for Internet and Electronic Communications** and **Internet Safety Policy** and accept responsibility for setting and conveying standards for my child (children).

**Parent Signature:** ________________________________ ________________________________ ________________________________

**Please print family name here:** ________________________________

**Date:** ______________

**Signature(s) of child(ren) who attend Our Lady of Hope Regional School (grades K through 8)**

____________________________________ Grade _____ (please indicate A or B)

____________________________________ Grade _____

____________________________________ Grade _____

____________________________________ Grade _____

____________________________________ Grade _____