

All Saints Catholic School
Policies and Procedures for Computer Use by Students

Please read the following carefully before signing this document.

Computer Usage

1. Computers are intended for school use only. This includes research and training as it relates to class projects only. They may not be used for listening music, email, instant messaging or internet chat.
2. No software from home, CDs, flash drives or music CDs are allowed.
3. No changes are to be made without a teacher's consent; this is to include adding, changing or deleting icons on the desktop as well as "personalizing" the computer.
4. All hardware (computer, monitor, keyboard, and mouse) should be treated with the utmost care.

Internet Usage

1. The Internet is to be used for class projects, computer training and research only.
2. The Internet may only be accessed with a teacher's permission and a teacher present.
3. A teacher's permission is required before any information is downloaded or printed.
4. Under no circumstances are names, addresses, phone numbers or any other information to be divulged online.
5. "Netiquette" is to be observed at all times. Be polite and use appropriate language. Obey copyright laws and respect other users.
6. Internet usage is a privilege and any inappropriate behavior can result in the cancellation of this privilege.
7. Internet usage will be granted once this form is signed and returned to the PC Lab teacher.

STUDENT(s)

I have read the guidelines for Computer and Internet access and I understand them. I will use both responsibly and understand that if I abuse the privilege I may lose access to both.

Printed Name

Signature

Entering Grade

PARENT(s)

I give permission for the student(s) named above to use the computers and access the Internet at school. I have read and understood the guidelines.

Mother

Father

I give permission for my child(ren)'s work to be posted on the school website. I understand only first name and grade level will be included with anything published.

Mother

Father