



Computer Acceptable Use Policy

Computers are a tool used to support learning and to heighten instruction. Computer networks allow people to interact with computers within the school and with other computers around the world. With the popularity of the Internet growing each day, it is imperative that parents, staff, and students understand that an **Acceptable Use Policy** is necessary to ensure that our computers and the network be used in a responsible, ethical, and legal manner. Access is a privilege – not a right, and requires parental permission. Students are responsible for good behavior on school computer networks, just as they are in a classroom or a school hallway. During class, a teacher will guide students toward appropriate materials. Outside of school, families bear the same responsibility for guidance as they might exercise with information sources such as television, telephones, movies, radio, and other potentially offensive media.

The following rules and provisions must be agreed to with student and parent signature.

Acceptable use includes:

- Students will have access to Internet to investigate and research school subjects or cross-curriculum themes or topics under the direct supervision of a teacher.
- Students will have access to Google Education to conference with their teachers.
- Students will have access to Google Education and may conference between themselves with teachers' approval.

Unacceptable use:

- Students will not be allowed to use Chat Rooms at any time with school computers.
- Students will not be allowed to "surf" the Internet at any time with school computers.
- Students will not be allowed to send or receive email
- Students will not be allowed to download or upload any material without permission of a teacher.
- Students will not be allowed to provide any personal information (full name, address, phone number) on the Internet.
- Students will not be allowed to use information from the Internet for personal or school use that has been copyrighted.

Violations

Any violation or misuse of the school's computer and/or network will result in loss of privileges or disciplinary action.





Student Pledge for Computer Use

As a French American Academy computer user I promise:

- I will behave appropriately and respectfully when using the computers and remember that the use of technology in school is a privilege.
- I will use the Internet only for educational purposes that support my schoolwork.
- I will not give out any personal information such as my name, address, phone number or picture.
- I will not visit any inappropriate sites on the Internet. If I happen to see anything that makes me feel uncomfortable on the Internet, I will tell my teacher immediately and will leave the website.
- I will be polite and appreciate that others might have different views from my own.
- I will not use strong language, swearing or aggressive behavior within Google Education.
- I will not copy someone else's text from the Internet and call it my own.
- I will not open, edit, or delete files that are not my own.
- I will not change the settings or configuration on our school computers.
- I will not purposely do anything to harm our computers, printers, or the network.
- I will have good care of my computer and will keep food and beverage away from my computer since they may cause damage to the device.

I have read and promise to follow the French American Academy Acceptable Use Policy and Pledge:

Student's name (please print) _____ Grade _____

Student's signature _____

Parental Permission

I have read and understand French American Academy Computer Acceptable Use Policy, and I have discussed its requirements with my child. I hereby give permission for my child to use Google Education and Internet at the French American Academy.

Parent signature _____ Date: _____

