

Computer Network and Internet Acceptable Use Policies

In general, students are responsible for good behavior on the school computer network just as they are anywhere on campus. Network communications are often public in nature, so general school rules for behavior and communications apply. The network is provided for students to conduct research, make presentations, type reports and/or papers. Access to network services will be provided only to those students who agree to act in a considerate and responsible manner. File storage devices will be treated like lockers or any storage area on campus. Users should not expect that files stored on school network resources will always remain private. School and network administrators may review files and communications to maintain system integrity and ensure that users are using the system appropriately. Internet access will enable students to explore thousands of libraries, databases, and bulletin boards and exchange information and communicate with Internet users throughout the world. Students in grades 2-8 will be given e-mail accounts. Parents will have access to these accounts. Although internet access has invaluable educational benefits, families should be warned that some material accessible via the Internet may be illegal, obscene, defamatory, inaccurate or otherwise offensive to some people. Cathedral School will provide filtering software. The teachers and staff of Cathedral School will make a concerted effort to control student access to this material however, parents must be aware that Cathedral School cannot totally control the content of material available on the Internet or user access to that material. During school, teachers will guide students towards appropriate educational material. Outside of school, families bear the same responsibility for such guidance as they exercise with information sources such as television, telephones, movies, radio and other potentially offensive media.

Unacceptable uses of the computer include but are not limited to the following:

1. Use or access of profane, pornographic, obscene, indecent, or sexually offensive language, pictures, graphics, or other materials.
2. Violating copyright laws by illegally copying or using software or data.
3. Communicating threats, harassing, or insulting other persons.
4. Bringing discredit to the school itself or members of the school community or causing safety concerns through the use and/or creation of blogs or social networking sites either on a school computer or off-site computer.
5. Use of the school name, logo or motto on any type of social media or in any other way without the express written permission of the principal.
6. Plagiarism
7. Vandalizing or damaging any network hardware, software, databases, or files.
8. Using other persons I.D./password.
9. Excessive use or waste of network time and resources.
10. Using the network for commercial purpose.
11. Not alerting a teacher if inappropriate material comes up while using the Internet.

Students who engage in any of the above activities or in any activity deemed as an inappropriate use of the Cathedral School computer network will have his/her access revoked for a time period deemed appropriate by the principal. This will include any or all students who aid or abet another student in the commission of the offense. Revocation of privileges will be in addition to any other disciplinary measures deemed appropriate by the principal. Use of the computer network and Internet is a required part of the diocesan curriculum, therefore it is expected that all students will follow acceptable use policies. This will allow them to fully participate in and master this portion of the curriculum.

The digital age that we are now living, while amazing, should be handled with care and consideration. Parents, before posting pictures of Cathedral School events on your Facebook pages, please consider whether you have permission of other parents to do so. In this faith-based community, we ask parents to work together on this issue and be respectful of each other and most especially the safety of our children.

Web Page

Our school has a web site that contains information about our school as well as class pages. While this is a wonderful tool for communicating with our community caution must be used. Therefore, we will follow the following standard guidelines for web page use in schools.

1. If a photograph is used, no student will ever be identified by name.
2. If a piece of written work is used, the student will be identified by first name only. If there are two students named John for example in a class, a last initial will be used. The web site will be monitored by the principal and advancement director as well as parent volunteers who have expertise in this area.

Media

From time to time, reporters from T.V., radio, and the local papers come by to interview and/or take photos of students engaged in newsworthy events. It is very difficult to control group shots and the publishing of them afterwards. Therefore, we will use the same guideline as is used for web photos (see number 1 above). In the event that your child is to be identified by name, parental permission will be secured by the principal before the photograph is published or an interview is granted.

Parents with concerns relating to the above items should bring them to the attention of the principal. The exclusion of your child from media coverage must be requested in writing by the parent/guardian and sent to the principal at the start of each school year or at such time that the parent deems it necessary and appropriate.