



ACCEPTABLE USE POLICY

Christ School offers a campus wide high-speed computer network and Internet access. Our goal in providing these services for the community is to promote educational excellence in our curriculum by increasing the available resources, to help students learn to navigate these resources, and to enable communication with family and friends. To ensure that these services are used as they were intended, as well as to keep it running properly, the following guidelines must be agreed to by all users. **The Christ School Technology Department reserves the right to take and check a computer if we have reason to believe any of the policy has not been followed.**

Inappropriate use of computers and telephone devices will be grounds for having computer and telephone privileges revoked and/or the students' computer or phone confiscated. Infractions will be referred to the Director of Student Life. At the discretion of the Student Life office, a student may have his computer or phone confiscated. Students who lose their computers and/or phones will be responsible for informing their parents.

Christ School Network – General Info

- Christ School provides wired internet access in dorm rooms and wireless student access in the academic buildings, Student Center, and in the commons rooms of each dorm.
- Students will use technology for educational activities and keeping in touch with friends and family, while maintaining proper decorum.
- CS Network uses an Internet Filter and Firewall to maintain integrity and block sites deemed to be unacceptable in content.
- Christ School will cooperate fully with federal, state, and local law enforcement agencies investigating any illegal activity that has been conducted from the Christ School Network.
- Students will be given USB/flash drives which should be used to store school files. Students are only given one per year so if lost, replacements will not be available. However, damaged drives should be turned in to the tech department to be replaced under warranty.
- Printing is available from the library and computer lab computers only. Personal printers are permitted.
- All student computers should be password protected. No computer should be left unattended without it being password protected.

Internet

- Student computer/internet use in the classroom and study hall falls under the guidelines of this AUP and should be for educational purposes only. The teacher has the right to add his/her own stipulations.
- All students may only access the Internet via the Christ School network. Use of dial up, ISP, remote access, VPN tunneling, and PCI broadband cards is prohibited and will be handled as a violation of this policy. Access through **AOL IS NOT PERMITTED**.
- When students connect to the Internet they will be prompted to enter their username and password for authentication. The login will expire periodically for security reasons and prompt students to re-enter. Students should not use their login and password on another student's computer.
- Posting of personal information on any website is dangerous and not condoned by the school.
- Posting of material inappropriate towards the school (including members of the community) or in association with the Christ School name is a serious offense and will be handled as a violation of this AUP.
- Students may not use the Christ School Network for selling or obtaining illegal substances, issuing a threatening email, harassment, and/or foul or indecent language.
- Students may use a legal paid service (such as iTunes or Rhapsody) to download music and videos. However, file sharing programs such as BitTorrent, BearShare, Ares, and LimeWire are illegal due to MPAA and RIAA restrictions and should not be used or installed on a computer.
- **Plagiarism and Copyright infringement is strictly prohibited.** All material taken from the Internet must be acknowledged in MLA format and citation. Any use of copyrighted or previously published/presented material as one's own is a violation of the Christ School Honor Code as well as the AUP.

Hardware/ Software

- Students may bring their own computers to school for Internet and Network access.
- Christ School maintains Computer Lab and Library computer workstations for all students. These are available throughout the class day and during scheduled evening study halls. The software used at Christ School for student reports, etc., is Microsoft Office (Word, Excel, PowerPoint). Photoshop is also available in the computer lab.
- All student computers must be powered through a “high-quality” surge protector. Christ School is not responsible for damage caused by electrical surges or outages.
- Students should have antivirus and antispyware software installed, up to date, and set to scan at least once a month. See “Computer Specifications Sheet” for recommendations.
- It is strongly recommended that students run operating system updates on their computer at least once a month.
- TV’s, cable to computer converters, and “over the air” adapters are not permitted at any time. If the computer contains such a device it should not be used.
- Cameras or camera phones should not be used in bathrooms, locker rooms, and other areas that require privacy.
- Routers and wireless access points are strictly prohibited. Device will be property of the CS Tech Department once it has been found and confiscated.

Email

- Christ School students have an individual account with a private password that they use for internet and email access. Students should keep these passwords confidential to prevent others from accessing their account. Additionally, they should not log in on another student’s computer.
- Students may not send ‘SPAM’, bulk mail, or distributed group emails to other students via the Christ School email server; nor may the students use free email servers to spam other students.

Maintenance

- All network connections will be configured and maintained by the CS Technology Department.
- The Christ School Technology Department is not responsible for maintenance on student computers (due to warranty restrictions and liability issues) though we can provide a quick assessment and recommend steps to take. The manufacturer or a local computer repair/support center is recommended for computer repairs.

Approval

- Parents and students must read and acknowledge this Acceptable Use Policy before they are granted Internet access.

By signing below, parents grant permission for their son to have network computer access from his room. A signature also acknowledges that parents and students have read this Acceptable Use Policy and agree to all the provisions therein.

Parents Signature: _____ Date: _____

Printed Name of Student: _____ Entry Grade: _____

Student Signature: _____ Date: _____