



Network & Internet Acceptable Use Policy

Holy Childhood (HC) considers computer access to the Internet to be a valuable tool for education, service provision, and efficient staff operations. Staff, student, and individual use of the Internet must be consistent with the purposes of Holy Childhood. This access, through the HC network, should be used to support and enhance instruction, service provision, professional operations, and development.

Because access to the Internet provides connections to systems located all over the world, staff, students, individuals, and parents/guardians of students and individuals must understand that neither the Holy Childhood nor any individual agency staff member controls the content available on these systems. Some of the information may be controversial and may contain content that may be offensive to some users. Holy Childhood does not endorse the content or use of such material.

Holy Childhood considers network access and Internet use to be a privilege not a right and that use entails responsibility. Staff Internet use is currently available via individual accounts. Student and individual Internet use may be available as well. CIPA compliant Internet filtering software will not eliminate the requirement to act responsibly. All users have a responsibility to use the network in an appropriate and responsible manner following the rules set forth in this policy.

Failure to adhere to the regulations accompanying this policy may result in the revocation of access privileges or disciplinary action.

Users should expect only limited privacy in the contents of their personal files on the Holy Childhood system. Routine maintenance and monitoring of the system may lead to the discovery that users have violated this policy or the law.

An individual account search may be conducted to determine if a user has violated this policy or the law. The investigation will be reasonable and related to the suspected violation.

Holy Childhood Network & Internet Acceptable Use Policy - Regulations

All uses of the network and Internet must be in support of education, service provision, or business operations and consistent with the purposes of the Holy Childhood (HC). This includes the use of HC equipment whether on or off premises.

All users will adhere to the following rules:

- Staff, students, and individuals must keep their password confidential and use only their own account and/or password.

- Staff, students, and individuals will only use the system for lawful and ethical purposes.
- Staff, students, and individuals will understand and follow the rules of computer etiquette. Examples would include avoiding using inflammatory E-mail, avoiding vulgar or obscene language, making ethnic or racial slurs, acting in any manner that is perceived as harassment.
- Staff, students, and individuals will only access material that is related to educational expectations, service provisions, or business operations and refrain from profane or obscene material, any that advocates illegal acts, or that advocates violence or discrimination toward other people. If you mistakenly access inappropriate information, you must immediately tell your teacher, team leader, supervisor, or IT Manager. This will protect you against a claim that you have intentionally violated this policy.
- Staff, students, and individuals will not plagiarize.
- Staff, students, and individuals will use their account for educational, service provisions, or business operations purposes only. This means you must refrain from offering, providing, or purchasing non-educational, non-service provisional, non-business operational services or products during the normal work or school day.
- Students or individuals will download files only with permission from the supervising teacher or team leader.