

Dear Parents and Guardians of students in Grades 1<sup>st</sup> – 8<sup>th</sup>,

In order for the students of Hephatha to use the Internet at their classroom computers and in the computer lab, we require that you and your child read, discuss and sign (see the Notice of Receipt and Acknowledgement form) the following INTERNET USE AGREEMENT. Please keep these pages explaining the agreement, for your own records but return the signature section to the school office one week after receiving this letter.

Our goal, in providing Internet access to our students, is to encourage in-depth research, resource sharing, gaining first-hand knowledge of current events as they unfold, enriching learning in the classroom, and growth in practical and creative thinking/communicating. We want our students to be knowledgeable of the technology resources that are available to them. Use of the computer lab, Internet access and classroom computers by students is, however, a privilege, not a right.

With access to computers also comes the availability of material that may not be considered to be of educational value in the context of the school setting. Hephatha Lutheran School has taken reasonable precautions to restrict access to unacceptable materials through filtering software and direct supervision.

Also, Hephatha has initiated strict guidelines for students and teachers to follow. These guidelines encourage ethical and legal use of the Internet. **If any student violates these provisions (outlined below) his or her access to the Internet at Hephatha will be terminated and appropriate disciplinary action taken.** The signatures at the end of this agreement are binding and indicate both students and parents have carefully read the terms and conditions of this agreement, understand the significance, and agree to support it.

## INTERNET USE POLICY

### TERMS AND CONDITIONS:

***Acceptable Use*** - The purpose of Hephatha's Internet access is to support research and education. The use of Hephatha's Internet access, by using the computers in the lab or classrooms, is under the direction of the computer or classrooms teacher, and must be consistent with the educational objectives of the school. The use must be in accordance with the Federal and/or state regulations. All teachers, including the technology teacher and school administrators will determine what is considered appropriate use.

### ***Unacceptable Use***

Prohibited use of the Internet includes, but is not limited to:

1. Use of the Internet for personal, private, or non-educational use, including but not limited to, electronic mail, chat/discussion groups and personal accounts such as Hotmail or AOL
2. Disclosing personal information about yourself or others on the Internet

3. Downloading software from the Internet or loading software from home onto classroom computers or lab computers
4. Modifying and customizing general windows and Internet settings
5. Deleting or modifying student's work or files and software on the computers
6. Bringing any file to class that contains any form of virus, pornography, discriminatory remarks and other antisocial behaviors

***Security-*** Security on any computer system is a high priority and Hephatha standards require that each student log in using their own user name. No student is allowed to use another individual's account. Attempt to log on as a system administrator will result in cancellation of user privileges and possible disciplinary action. Computer users must close their accounts and log out before leaving the computer.

***Vandalism*** - Vandalism is defined as a malicious attempt to harm or destroy data of another user, networks, software, computer settings, and passwords or physical damage to computer equipment. Vandalism will result in the cancellation of privileges and possible disciplinary actions by the school.