

Internet, iPad, and Technology Acceptable Use Policy

Technology Policy

Part of the mission of STA is to provide a full range of technology tools, services and experiences to further opportunities for faith development, academic excellence and personal growth. Each STA graduate should possess skill in using a wide variety of technology; they also should have developed habits that ensure their use of technology is efficient, respectful, legal and safe.

The technology policy contains standards that foster our mission and goals. Each year, all STA students must read and agree to abide by these standards.

Communications

Students using STA e-mail or Internet access are representatives of the school and are expected to act in a manner consistent with the school's goals and values. Communications on the Internet and via e-mail reflect on the school and must not damage the school's reputation.

Individuals are prohibited from changing the display name on their email addresses. Students are required to use the school-hosted email account for all correspondence to and from teachers.

Student communication using social networking websites like Twitter and Facebook or using other forms of communication like email is a reflection on Saint Thomas Aquinas no matter where or when it is made on the Internet. These sites are dangerous for numerous reasons including the continuous presence of sex offenders who prey on youth. Another danger is people often communicate threatening or inappropriate things without thinking about the consequences of them being read by anyone. Certain comments actually break federal laws. Inappropriate or threatening comments are a reflection on Saint Thomas Aquinas and can result in serious disciplinary actions including, but not limited to, suspension or expulsion.

Students must not participate in chat rooms, games or email during class time unless this activity is directly related to the class and approved by the teacher.

The individual has no reasonable expectation of privacy.

Network IDs, Passwords and Security

Students and faculty will be issued password-protected network, email, and, where applicable, application accounts. Each individual will be given private storage on the network server.

It is the responsibility of the student member to ensure the confidentiality of his or her password. Users should not select passwords that might be obvious to a potential intruder, such as family members' or a friend's name. Individuals will be held responsible for the information stored or transmitted via their account or equipment even if it resulted from someone else who was given access.

Individuals are prohibited from any action that will compromise the privacy and/or security of users.

All storage, network communication, equipment and software provided by STA remains the property of STA. The school seeks, where possible, to honor the privacy of the individual. It reserves the right, however, to access any file, email, network transmission or other information stored on or communicated through its property and will do so if a compelling reason arises. STA retains the right to monitor network activity in any manner it sees fit. If a parent requests access to his/her student's account, the administration will provide access to that parent.

Network Storage

Network storage is limited. Private folders are provided to each individual with security set such that only the named user can access the files. This folder is provided for academic use only. Individuals may not copy or download to the network other programs, MP3 music files, movies, personal graphics, games or any other information not directly related to school class work and applications.

Personal Laptops

Personal laptops or tablets may be used by students for academic purposes only. These personal items are the sole responsibility of the student. These devices will not be given network access. Students using these devices in a non-academic manner will receive a detention as a first and only warning. A second offense will result in the loss of this privilege permanently.

Prohibited Behaviors

STA students may not engage in any of the following:

- Conducting or participating in any actions which are illegal according to city, state or federal law.
- Violating any of STA's policies.
- Threatening, bullying or harassing others.
- Advocating racial, ethnic, religious or gender-based slurs.
- Purposely frustrating others from achieving their educational goals.
- Infringing software copyright or licensing agreements.
- Purposely viewing, displaying, storing or transmitting any obscene or discriminatory material or material of terrorists, gangs, hate groups, etc.
- Conducting commercial or private/personal business enterprises.
- Promoting private businesses, product advertisement or political lobbying.
- Sending unauthorized bulk or random messages (e.g., junk mail, ads, etc.).
- Soliciting for organizations that are unrelated to STA's mission or purpose.
- Destroying the integrity of computer-based information.
- Recording video or audio, or photographing students, teachers, or staff without their permission

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- Maliciously installing or invoking a computer virus or other destructive mechanism.
- Altering system files or configuration to disrupt computer or network functions.
- Downloading MP3s and movies, which is against the law.
- Downloading games, images, etc.
- Sharing school-related files when the project, activity or assignment is to be done independently.
- Communicating via the internet or email in a manner which reflects negatively on STA
- Posting/sending personal photos or videos which are inappropriate.
- Using or attempting to obtain others passwords
- No student shall install any software, including iPad apps, on any school owned technology unless authorized by the Technology Director. Students shall not attempt to modify system settings or operating systems, which includes jail-breaking iOS. Any student caught engaging in these activities will receive a Saturday Detention.

Consequences of Violation

STA has the right to restrict or terminate network and internet access at any time to protect the integrity of the network or prevent misuse.

Consequences of violations include but are not limited to detention, Saturday detention, suspension, and/or expulsion or revocation of internet access, network privileges and computer access. Other standard disciplinary measures may be applicable to students.

Intentional Damage

Students will be charged the full price of repair or replacement for any intentional damage to technology owned by the school in addition to disciplinary consequences.

iPad Specific Policies

Every student will be issued an iPad for academic use only. The iPad, the charging cable and block, and the case are all property of STA and should be treated as such.

Every iPad is covered by insurance. This insurance is limited to accidental damage or damage caused by normal wear. The student is responsible for his or her iPad. The insurance deductible is \$100 for accidental damage repairs.

Intentional damage to, and lost or stolen iPads are not covered under the insurance policy. Any damaged caused to an iPad that is not in the case provided by STA is not covered by insurance. In the aforementioned instances the student will be responsible for the full cost of repair or replacement.

No student shall leave their iPad unattended. Locks will be available from the school to secure the students iPad in their locker when it is not in use. Students traveling to extracurricular activities will be provided a way to secure their iPads. Students who choose not to secure their iPads will be responsible for lost, stolen, or damaged iPad.

Replacement Cost for Non-Insured Items

- iPad Charging Block - \$20
- iPad Charging Cable - \$20
- Keyboard Charging Cable - \$5
- Zagg Case - \$150
- Lost or Stolen iPad - \$500

Student Signature _____ Date _____

Parent Signature _____ Date _____