SACRED HEART SCHOOL
Lyndhurst, NJ 07071
ACCEPTABLE USE POLICY FOR TECHNOLOGY 2023-2024

The use of computer services at Sacred Heart School is a privilege, not a right. Students are expected to make responsible, ethical, and appropriate use of computers and information services at all times. Network and computer services include: use of school computers and peripherals, iPads, the Internet, school email and all associated software. Students should realize that these services are finite and costly and that such things as time, money, and hardware are wrongfully restricted or appropriated when these services are abused.

Sacred Heart School holds specific expectations for students on each grade level regarding the use of SHS computers before, during, and after school in the computer lab, classroom or at home. The following rules of conduct apply to information services.

Students:

- may use only their password, when passwords are necessary.
- may not reconfigure, change settings, or tamper with the computers, including chromebooks, iPads, and network system in any way, nor attempt to access or alter files without proper authority.
- may not unlawfully download a program or file, copy software and/or information.
- may not use inappropriate applications or illegal software.
- must cite properly all information gathered from electronic sources and used in their assignments.
- are held responsible for all activity conducted under their own password.
- may not run, play and/or download non-instructional computer games on any school-owned computer, chromebook, iPad, server or network system.

Failure to comply with these standards or acceptable use of Sacred Heart School's technology will result, in the very least, in-school suspension or withdrawal of network privileges.

I, _____, have read and understand the **ACCEPTABLE USE POLICY**
                (print student name)

for Sacred Heart School and agree to abide by its terms.

Signed:_____   Date:_____
            (student signature)

As the parent or guardian of _____, I have read the **ACCEPTABLE USE POLICY** for computer network at Sacred Heart School and understand that this access is designed for educational purposes. I recognize that Sacred Heart School cannot guarantee the restriction of accessibility to controversial materials, and I will not hold the school or its agents responsible for any such materials acquired on the network. I hereby give my permission for my child to have access to the computer network at Sacred Heart School within teacher-assigned educational projects.

Signed:_____   Date:_____
            (parent/guardian signature)

Please sign and return this form within five (5) days. Failure to do so will result in the loss of your child's privilege to use the computer network services in school.