

INTERNET AND ELECTRONIC MAIL STUDENT USER AGREEMENT

Access to electronic mail and the internet will enable students to explore thousands of libraries, databases and bulletin boards while exchanging messages with internet users throughout the world. While our intent is to make internet access available to further educational goals and objectives, students may find ways to access objectionable materials as well. We believe that the benefits to students from access to the internet in the form of information, resources and opportunities for collaboration exceed any disadvantages.

To that end, the Archdiocese of Louisville has set the following standards for using on-line information sources.

1. Students are responsible for good behavior on school computer networks, just as they are in the classroom. Communications on the network are often public in nature. The network is provided for students to conduct research and communicate with others. Access to network services is given to students who agree to act in a responsible manner. Parent permission is required, and access is a privilege.
2. Network administrators may review files and communications to maintain system integrity and ensure that users are employing the system responsibly. Network storage areas may be treated like school lockers; while generally private, they may be searched under certain circumstances. Users should not expect that files stored on school servers will always be private.
3. Access to information will be honored within reason. During school hours, teachers will guide students toward appropriate materials. Outside of school, families bear the same responsibility as they would when guiding their children with information sources such as books, periodicals, television, telephone, movies, radio and other potentially offensive media.
4. The following are not permitted:
 - Revealing personal information online (name, phone number, address)
 - Sending, receiving, or displaying offensive messages or pictures
 - Using obscene language
 - Harassing, insulting or threatening others
 - Damaging computer systems or computer networks
 - Changing network or system settings
 - Violating copyright laws
 - Submitting documents from the internet as personal work
 - Using another person's password
 - Trespassing in someone else's folder, work or files
 - Intentionally wasting limited resources
 - Using the network for commercial purposes
 - Propagating chain messages
 - Making unauthorized downloads
 - Participating in personal chat or instant messaging
5. Violations may result in loss of access as well as other disciplinary action.

**INTERNET AND ELECTRONIC MAIL USER AGREEMENT AND PARENT PERMISSION
FORM**

Please read the backside of this sheet before signing.

As a user of St. Martha School's computer network, I hereby agree to comply with its internet and electronic mail rules and to communicate over the network in a responsible manner, while abiding by all relevant laws and restrictions.

Signature Required	→
-----------------------	---

Student's Signature _____ **Date** _____

.....

As a parent or legal guardian of the student signing above, I grant permission for my child to access networked computer services such as electronic mail and the internet.

I understand that some materials on the internet may be objectionable; however, I accept responsibility for guidance of internet use by setting and conveying standards for my child to follow when selecting, sharing, researching or exploring electronic information and media.

Signature Required	→
-----------------------	---

Parent Signature _____ **Date** _____

Name of Student _____ **Phone #** _____

Home Address _____

.....

The above student and I have discussed the merits of using electronic mail and the internet available through our school network. I find this student to be trustworthy and reliable and believe that he/she will comply with the school's rules and communicate over the network in a responsible manner, while abiding by all relevant laws and restrictions.

Signature Required	→
-----------------------	---

Teacher Signature _____ **Date** _____

.....