

Internet Responsible Usage Policy (RUP) Agreement Form

Students must:

- Respect and protect their own privacy and the privacy of others.
 - Use only your assigned accounts.
 - Keep personal information such as: name, address, phone number, etc., offline.
 - Keep passwords secret.
 - Have permission to photograph, videotape and post images or videos of people to the Internet.
- Respect and protect the integrity, availability, and security of all electronic resources.
 - Observe all network security practices and report any problems.
 - Conserve, protect, and share these resources with other students and Internet users.
 - SJB isn't responsible for damages to personal technologies or electronic communication devices.
 - Treat digital technologies with care, report any damages, security risks or violations immediately.
- Respect and protect the copyrighted/intellectual property of others.
 - Cite all sources appropriately.
 - Follow all copyright laws.
 - Use electronic communication devices appropriately to assure academic integrity.
- Respect and practice the principles of community.
 - Communicate only in ways that are kind, responsible, respectful and lawful.
 - Use electronic communication devices for schoolwork only.
 - St John the Baptist email should be used for schoolwork only.
 - Report threatening or offensive materials to a teacher or administrator.

Google Account and Email Usage

- The primary purpose of the student electronic mail system is for students to communicate with school staff, outside resources related to school assignments, and fellow students to collaborate on school activities.
- Students are responsible for good behavior while using school e-mail, just as in a classroom or a hallway.
- Access to e-mail is given to students who agree to act in a considerate and responsible manner. Access is a privilege – not a right. Access entails responsibility.
- Students are responsible for messages sent from their accounts.
- Students should not share their passwords, logins or Google accounts
- Students should not give out personal information over email, including home telephone numbers/addresses.
- Students may not use school email for social media account or online shopping.
- Students will not use email to bully, harass, or threaten other students or individuals
- Students will report any unusual activities such as "spam" communications, obscene email, attempts by adults to lure them into dangerous behaviors to the school's technology specialist.
- Students will not use email to send chain letters, viruses, or hoaxes to other students or staff.
- Students may not download excessively large files; copying inappropriate materials onto the server or school computers from outside sources (Cd's from home, illegal music/videos, copyrighted material)
- Email accounts are filtered and messages written containing inappropriate language/content will be flagged.
- Student email is provided by SJB and is SJB property. SJB reserves the right to archive, monitor and/or review all use of its email system, and users should not have any expectation of privacy in any electronic message created, sent or received on the SJB's email system.
- Student email accounts will be removed from the system after graduation, leaving the school district, or disciplinary actions. If necessary, SJB, at its discretion, may close the accounts at any time.

I understand that consequences may range from conference to suspension or expulsion and/or fines that would include time and cost for repairs, depending on the severity of violations and on the chronic nature of violations. I understand and will abide by the St. John the Baptist School Technology Use Agreement. I further understand that any violation of the regulations is unethical and may constitute a criminal offense, and may result in access privileges revoked, school disciplinary actions and/or legal action.

Student Signature: _____ Grade _____
Parent Signature: _____ Date: _____