



SAINT LOUIS SCHOOL

A Catholic Marianist School for Young Men, Since 1846

One-to-One Computing and Electronic Devices Privileges and Responsibilities

This document constitutes an understanding and an agreement between you and Saint Louis School regarding the use of your electronic devices, including laptop computers, as well as Saint Louis School's network, Saint Louis School's technology resources and facilities. Careless, inappropriate or potentially damaging use of electronic devices including laptops, as well as Saint Louis School's network, Saint Louis School's technology resources and facilities could result in access privileges being revoked, school disciplinary action leading to expulsion, and/or appropriate legal action.

For the privilege of using your computer and accessories on campus, you promise to accept responsibility for the proper care, safeguarding and use of your equipment. In addition, you agree to use your laptop, your electronic devices, Saint Louis School's network, Saint Louis School's technology resources and facilities in accordance with the Acceptable Use Policy (AUP) that is part of this document.

The Saint Louis School Network is the only authorized network that is permissible for online use on campus for students. Use of cell phone hotspots is expressly forbidden.

Acceptable Uses

Saint Louis School's computing resources are provided first and foremost for educational purposes consistent with Saint Louis' School's mission, vision and curriculum. Ultimately it is the responsibility of students and parents/guardians to ensure that all electronic devices and the Saint Louis's Network are used in accordance with these guidelines.

Administration and faculty have the ability to grant laptop use on campus. The teacher will be the primary facilitator who determines appropriate use of technology in the classrooms.

Etiquette and Personal Safety

In all communications (both internal and external):

1. Be polite and use appropriate language
2. Do not reveal personal contact information about yourself or other people. Personal contact information includes your first and last name, address, telephone, school or work address, family information, etc.
3. Do not agree to meet with someone you have met online without your parent's approval.
4. Do not visit "adult" web sites. If you end up at an inappropriate web site by accident, immediately click the "Home" button to exit the site, and then tell a teacher or parents what has happened.
- 5. Use appropriate displays including but not limited to wallpaper and background displays. Also, be respectful in displaying or playing content from your laptop and/or electronic devices.**
6. Be aware that your electronic mail (email) and/or online activity are not guaranteed to be private. Messages relating to or in support of inappropriate or illegal activities will be reported to your teacher or school administrator.
7. Respect copyright laws and "fair use" guidelines, and honor all age requirements.
8. Never share your password with another person and do not use another person's password to log in.

Unacceptable Uses

You may not:

1. Use school computers or the Saint Louis School's network for personal commercial purposes. School computers and the SLS network may not be used to offer, provide, or purchase products or services.
2. Use technology (e.g. electronic devices or social media) to threaten or intimidate others; to misrepresent; or cause harm to Saint Louis School, you, or others.
3. Print or download any copyrighted materials such as music, motion pictures, magazines, newspapers and other publications unless properly cited according to copyright "fair use" guidelines.
4. Email or post any material in violation of any U.S. or state regulation. This includes copyrighted material and threatening or obscene material.

Agreement to the Terms and Conditions for use of Saint Louis School Computing Facilities, Networks and Telecommunications

Your review of this document indicates you understand that:

- All guidelines in effect for school-owned electronic devices will be enforced on personally owned electronic devices while used on campus in accordance with the AUP.
- You must abide by the terms and conditions for the use of Saint Louis School's computing facilities and resources, networks, telecommunication links, and Internet access.
- Any violation of these regulations is unethical and may constitute a criminal offense.
- Should you commit any violation(s), such action(s) may result in the revocation of access privileges as well as school disciplinary action and/or appropriate legal action.