
Technology Rules and Code of Ethics for Trinity High School Technology Users

As a computer user, I agree to follow the Rules and Code of Ethics in all of my work with computers while attending Trinity Catholic High School.

1. The use of computers is a privilege, not a right, and inappropriate use will result in the cancellation of these privileges. Vandalism or intentional modification of system settings will result in cancellation of privileges and/or school disciplinary action. The school reserves the right to seek financial restitution for any damage caused by a student or other user. The administration will deem what is inappropriate use, and their decision is final. The administration can revoke a student's privileges to access school equipment at any time. The administration, faculty, and staff of the school may request the system administrators to deny, revoke, or suspend specific user privileges. Violations of the Rules and Code of Ethics described above will be dealt with seriously. Violators are subject to loss of computer privileges.
2. Parents must realize that, while filtering is in place on campus, their students may still encounter material on the Internet that is not considered appropriate (vulgar jokes, statements of belief that some might consider offensive or immoral, inappropriate graphics, etc.) The student is responsible for not pursuing material that could be considered offensive and can lose the privilege of accessing the Internet and bulletin boards for violation of this standard.
3. I recognize that software is protected by copyright laws. I will not make unauthorized copies of software and I will not give, lend, or sell copies of software to others.
4. I recognize that the work of all users is valuable. I will protect the privacy of others by not trying to access their work. I will not copy, change, read, or use files from another user without prior permission from that user. I will not use another's file and represent it as my own work. I will not attempt to gain unauthorized access to system programs or computer equipment, which protect these programs and equipment. I will not use inappropriate language in my communications. I will not change or try to change systems settings, or delete or modify system files. I realize that violation of these rules will result in my suspension from the use of school equipment and, in more serious cases, in my permanent suspension from use of school technology.

5. I will honor the procedures for the storage of information. I understand that I am expected to save files that I want to keep and that no personal work should be saved on a computer's hard drive without authorization. I realize that any data stored on the hard drive can and will be removed in regular network maintenance without any prior notice.
6. I understand that the use of the Internet must be in support of education and research consistent with the educational objectives of the school. I will not use Internet resources for commercial, unethical, or immoral purposes. As a user of the Internet, I will not use bulletin boards or chat lines for personal use. In addition, I will not reveal my personal information, home address, or personal phone number or those of other students, teachers, or other staff members. Transmission of any material in violation of any US or state regulation is prohibited. This includes, but is not limited to copyrighted material, threatening or obscene material or material protected by law. The use of school computers and networking resources for commercial activities, product advertisement, or political lobbying is also prohibited. I realize that use of Internet resources for anything other than academic purposes can result in loss of the privilege to use the Internet and may result in the loss of my privilege to use any of the school's computer equipment.
7. I understand that copying material from computer-based sources (i.e.) internet, email, CD based programs, floppy disk with information on them, etc.) without abiding by copyright laws or obtaining permission from the individual is illegal and unethical. Additionally, using material that is not properly cited, cataloged and bibliographlied constitutes cheating or plagiarism. I understand that these situations will be dealt with by the administration and will result in disciplinary action.
8. I understand using computers on the Internet to threaten anyone is unacceptable and will result in disciplinary action.
9. **Family Access is available ONLY to parents and students who are current in their financial responsibilities to the school.**

TECHNOLOGY USE AGREEMENT

STUDENT:

I understand and will abide by the Technology Rules and Code of Ethics of Trinity Catholic High School. I further understand that any violation of these regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, I may lose credit for any assignment or course for which the use of school technology is required, school disciplinary action may be taken and/or appropriate legal action initiated.

STUDENT NAME (please print) _____

STUDENT SIGNATURE _____ **DATE** _____

PARENT:

As the parent or guardian of this student, I have read the Rules and Code of Ethics of Trinity Catholic High School. I understand that access to school equipment is designed for educational purposes. I am aware that it is impossible for the school to restrict access to all controversial materials and will not hold the school responsible for materials acquired in use. Further, I accept full responsibility for supervision if and when my son's or daughter's use of school's technology resources is not in a school setting. I hereby give permission for my son or daughter to use the school's technology resources and certify that I have reviewed this information with him or her.

PARENT/GUARDIAN'S NAME
(please print) _____

SIGNATURE _____ **DATE** _____

AUTHORIZATION

I hereby authorize Trinity Catholic High School to publish my son's or daughter's picture on our web site (www.trinitycatholichighschool.org), as an individual or in activity, for the purpose of promoting our school and activities and/or advertising the talents, abilities, honors and achievements of our students and faculty.

Parent/Guardian Signature

Date

PLEASE RETURN THIS AGREEMENT – SIGNED by STUDENT AND PARENT