

SAMPLE ELECTRONIC INFORMATION ACCESS AND USE CONTRACT FOR STUDENTS

The Diocese of Gaylord encourages and strongly promotes the use of technology in the Catholic schools and Parish Educational Programs of the Diocese. To ensure that students can make full use of the technologies available, all use of technology must have proper authorization and follow the Diocese’s and school’s terms, conditions, and regulations for the use of Internet and other technologies. These procedures apply to all computers/technologies whether located at school, parish center, or office.

1. I will follow the Diocese of Gaylord and the school’s and parish’s code of ethics for Internet and technologies. (Diocesan Policy 5132 and Administrative Regulations 5132.1).
2. I will use only authorized electronic media. I will not use electronic media from outside the school or parish until it has been virus checked by the school and authorized for use in the school or parish.
3. I will not use another’s computer or electronic media without permission. I will not use another’s password or identity code.
4. I will respect my safety and that of others. I will not reveal my personal address or phone number through the use of technology. I will not allow another person to reveal my personal address or phone number through the use of technology. I will not reveal the name, address, or phone number of others through the use of technology. I will not transmit or use photographs of others without proper authorization.
5. I will respect the laws of the United States, its individual states, and foreign countries in regard to copyrighted material, threatening, violent, or harassing material, obscene material, and material protected by trade secret.
6. I will not submit, publish, or display any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal materials , nor encourage the use of any controlled substance.
7. I will use technology in a way which preserves it and which is an acceptable use of it. I will not vandalize the school’s or parish’s or anyone’s data, software, hardware, or technological equipment.
8. I will attend and participate in one training session on acceptable use of the Internet and local area networks before I am granted the privilege of use.

Access and use of the Internet, local area networks, computers, and other technologies are a privilege for the user. I have read and understand the contract for use of this privilege. I accept the terms, conditions, and regulations of this contract.

Student User Signature

Date

Parent/Guardian Signature (**I have read and support this student contract**)

Date

School or Parish Designee

Date