

St. George School

Acceptable Use Policy

At St. George School, staff members have access to many instructional technology tools as well as Internet access. The expectation of the district is that these technology tools must be used in support of education, research, personal and professional development, and to facilitate enhanced productivity.

St. George School intends to ensure that staff members use technology for appropriate educational service means. Please review the guidelines listed and sign below.

Staff members agree to the following:

- Use the Internet for school related activities.
- Never access, upload, download, or distribute pornographic, hate-oriented, profane, obscene, or sexually explicit material, understanding that Internet access is monitored and you will be held responsible for all information viewed, received, and sent from the Internet.
- Use respect and show proper care and handling of all equipment. Intentional damage to any software or hardware under your care will result in disciplinary measures.
- Observe copyright laws.
- Never install software programs unrelated to school activities. Software download/installation is monitored by the District's Technology Coordinator. Unauthorized softwares may be removed and will be reported to Administrators.
- Never share your network login information or use another employee's login information.
- Never obtain access to another employee's files or programs.
- Never use the District network for financial gain, political or religious advocacy.
- There is no presumption of privacy for communications stored, sent, or received through St. George technology tools and that such material can and will be monitored to ensure compliancy.
- You must respect the work and ownership rights of students, other staff members, administration, and the school community.
- You are responsible for supervising students using computers within the classroom.

I have read the Acceptable Use Policy, as written above, and understand fully and agree to follow the principles and guidelines as outlined. I understand that access to technology tools is a privilege, not a right and that inappropriate use of any instructional technology tool or the inappropriate use of electronic information resources is in violation of school policy. Inappropriate use will result in cancellation of any and all privileges and action being taken by the district administration in accordance with school, state, and federal laws.

Signature _____ Date _____

Permission to Publish Photographs or Works on the World Wide Web.

I understand that photographs or my work may or may not be published on the school's Web page at **www.sg258.com**. I further understand that no last name, home address, or phone number of any kind will appear with such work if published. If I give permission to be published, I may withdraw my permission in writing at any time.

I **do / do not** (circle one) give permission to publish my photograph on the school Web site.

I **do / do not** (circle one) give permission to publish my work on the school Web site.

Signature _____ Date _____