

PRAIRIE CHRISTIAN ACADEMY
Computer/Internet Permission Form
Acceptable Use Policy

The following policy is intended to help students and parents of Prairie Christian Academy understand the appropriate and inappropriate uses of the Internet, email, and the school network. **The person in whose name the account is issued is responsible at all times for the proper use of that account.** Our computer system is intended for the educational use of all our students and is available to support learning and enhance instruction. We expect that all computers will be used in a responsible, efficient, ethical, and legal manner.

Use of the Internet provides great educational benefits to students. Unfortunately, however, some material accessible via the Internet may contain items that are illegal, defamatory, or potentially offensive to some people. Access to the Internet is given as a privilege to students who agree to act in a considerate and responsible manner.

The purpose of the Internet is to support research and education in and among academic institutions by providing access to unique resources and the opportunity for collaborative work. The use of your account must be in support of education and research and be consistent with the educational objectives of Prairie Christian Academy.

It is a privilege to receive an Internet (including e-mail) account. This account is free to all students. A responsible user of the Internet may keep an account as long as the user is a teacher or student at Prairie Christian Academy and demonstrates responsible behaviour. Responsible users may use the Internet to research assigned classroom projects when appropriate scheduling has been arranged.

Failure to adhere to the policy and guidelines described in this document may result in the cancellation of the user's privilege by the school network administrator. Underlying our policy are the following basic premises:

1. Students are responsible for good behaviour on the Internet just as they are in a school building. General school rules for behaviour and communications apply.
2. Network storage areas are to be treated like school lockers. Network administrators may review files and communications to maintain system integrity and ensure that users are using the system responsibly. Users should not expect that files will always be private.
3. No software of any kind may be brought into the school.
4. Students working on school assignments have priority over casual users. Casual users may be asked to leave.
5. The school will not allow any illegal activities, including, but not limited to:
 - violation of copyright laws, including the use of software
 - violation of privacy laws
 - violation of any local, provincial, federal or international laws with respect to profanity and obscenity
6. Other activities not permitted:
 - sending or displaying offensive messages or pictures
 - damaging computers, computer systems or computer networks
 - intentionally wasting limited resources, including the use of "chain letters" and messages broadcasted to mailing lists or individuals
 - revealing their personal address or phone number of yourself or any other person without permission from your teacher

- using impolite or abusive language on their screens, in files names, in e-mail messages or in documents
 - violating the rules of common sense and etiquette
 - changing any computer files that do not belong to the user
 - sending or receiving copyrighted materials without permission
 - subscribing to list servers, news groups or joining chat lines
 - accessing inappropriate sites, which include, but are not limited to: any site that is racially or ethnically biased, is pornographic, shows disrespect for any group of persons, or in general is not related to a school assignment.
7. Users must not share their passwords with anyone. The person in whose name the account is issued is responsible at all times for the proper use of that account.
 8. Students are not allowed to use the Internet at PCA without approved teacher supervision.
 9. At PCA, the Internet is to be used primarily for educational purposes (e.g. project research).
 10. The use of the Internet must not interfere with the learning process. Students not requiring Internet access for a CTS module or class project, may only access the Internet with permission and when class work is finished.
 11. You may not use the Internet for commercial advertising.
 12. You may not use copyrighted material in reports without properly citing the resources(s).
 13. Staff and students of PCA shall not copy any unauthorized software onto the local area Network or any individual machine. The addition of any software shall be approved by the designated Network Administrator.
 14. Personal use (including e-mail) of the internet will only be permitted if there are no instruction demands on available computers and if adequate supervision is on site.

PCA purchases or licenses the use of copies of computer software from a variety of outside companies. PCA does not own the copyright to this software or its related documentation, and does not have the right to use it on more computers than indicated in the license agreements. With regard to use on the local area Network, the staff and student of PCA shall use the software only in accordance with the various license agreements. Staff and students are asked to respect this policy statement. Staff of PCA are asked to impress upon students that responsible citizenship includes responsible use of computers.



Commitment to Responsible Use Of the Internet

This form must be signed by the student and parent(s) and returned to the network administrator before the user account will be activated.

I have read the rules for acceptable online behavior, understand the rules, and agree to comply with the above stated rules. Should I violate the rules, I understand that I may lose network privileges at my school. I also understand that violation of the rules may also result in other disciplinary or legal action.

Student Name (please print)

Student signature

Date

As the Parent or legal guardian of the minor student above, I grant permission for the above student to access network computer services such as electronic mail and the Internet. I understand that some materials on the Internet may be objectionable, but I accept responsibility for providing guidance to the above student on Internet use both inside and outside of the school-setting and conveying standards for that above student to follow when selecting, sharing, or exploring information and media.

Parent or Guardian signature

Date



Prairie Christian Academy
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