Acceptable Use Policy
Corpus Christi Catholic School

From the Diocese of Harrisburg Policy Handbook:
"The Internet is a public forum with unrestricted access. For this reason, the schools in the diocese restrict permission for the posting of information related to the school, the staff, and students on the Internet. No person is permitted to use the school name or images of the school, the school logo or seal, school staff or students in any form on the Internet or in any form of electronic communication without specific written permission from the school administration. The posting of any such information on any website, social networking site, bulletin board, chat-room, e-mail, or other messaging system without permission, or posting or transmission of images or information in any format related to the school, staff or students that are defamatory, scurrilous, pornographic, or which could be construed as threatening or impugning the character of another person is prohibited and will make any person involved in the posting or transmission of such subject to disciplinary action deemed appropriate by the administration of the school, or by the diocese."

We are pleased to offer students of Corpus Christi School access to the school computers, mobile devices, network, and a G Suite for Education account for access to the Internet for educational purposes. To gain access to the Internet and G Suite for Education, all students must obtain parental permission by returning a parent and student signed Acceptable Use Policy AND COPPA verification form to Corpus Christi Catholic School.

Families should be warned that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate or potentially offensive to some people. Students are instructed that anything considered to be lacking in educational values, in accordance with the Judeo-Christian traditions, by Corpus Christi staff or administration is strictly forbidden. Corpus Christi Catholic School employs filtering software to block inappropriate and harmful sites to keep our students protected against being exposed to such material. However, while our intent is to make Internet access available to further educational goals and objectives and develop 21st century learners, students may access inappropriate material. Students are instructed to immediately tell the supervising adult when this happens and NOT to share this will other students. Ultimately, parents and guardians of minors are responsible for setting and conveying the values and standards their child should follow when using media and information sources. It is the responsibility of each user to monitor his/her use of the available technology. Access is a privilege – not a right. Access entails responsibility.

The following are NOT permitted:
- Sending or displaying offensive messages or pictures
- Harassing, insulting, or attacking others or any other form of cyber bullying. Students will not make statements or use the likeness of another person through web postings, email, instant messages, etc., that harass, intimidate, threaten, insult, demean, libel or ridicule students, teachers, administrators or other staff members of the school community, make statements that are falsely attributed to others, or use language that is obscene.
- Damaging computers, devices, computer systems, programs or networks
- Downloading and/or installing any programs without the permission and supervision of a teacher
- Violating copyright laws
- Using another's password. Students will not give his/her user name or password to any other user, nor attempt to learn or to use anyone else's account information or password.

- Original computer settings, such as display properties, desktop backgrounds, loaded programs, printer connectivity, etc. will not be modified except as directed by a teacher.
- Trespassing in another folder, work, or files
- Intentionally wasting limited resources
- Employing the network for commercial purposes
- Gaining access to the Internet without the direct supervision of a Corpus Christi staff member or administrator.
- Accessing web-based email accounts, instant messaging, chat rooms, social networking sites (ie: Facebook) or posting on any website or message board.
- Posting any personal contact information about yourself or other people. Personal contact information includes home address, telephone number, school address, etc.
- Students may not use an audio recording device, camera (or any device with one of these, e.g. cell phone, laptop, tablet, etc.) to record media or take photos during school unless they have direct permission from both a staff member and those whom they are recording.
- Breach Pennsylvania State or Federal laws
- Students may only use student-owned devices at school or school-sponsored activites with the direct permission of a teacher or administrator.

Additional rules and restrictions may be added at any time.

CCCS reserves the right to monitor Users' online activities and to access, review, copy, and store or delete any electronic communication or files and disclose them to others as it deems necessary. Users should have no expectation of privacy regarding their use of CCCS property, network and/or Internet access or files, including email.

G Suite for Education
At Corpus Christi Catholic School, we use G Suite for Education, and we are seeking your permission to provide and manage a G Suite for Education account for your child. G Suite for Education is a set of education productivity tools from Google including Calendar, Docs, Classroom, and more used by tens of millions of students and teachers around the world. At Corpus Christi Catholic School, students will use their G Suite accounts to complete assignments, communicate with their teachers, sign into Chromebooks, and learn 21st century digital citizenship skills. G Suite accounts are for educational purposes only.

G Suite for Education Core Services	Additional Google Services
Calendar	Chrome Web Store
Classroom	Google Bookmarks
Drive and Docs	Google Books
Google Chrome Sync	Google Cloud Platform
Google Hangouts	Google Cloud Print
Google Vault	Google Data Studio
Keep	Google Earth
Sites	Google Groups
Tasks	Google Maps
	Google Public Data
	Google Search Console
	Google Takeout
	Google Voice
	Material Gallery
	Search And Assistant

Student Agreement Form for Acceptable Use Policy for Technology

Name _____ Grade _____

I have read and do understand the school policies relating to acceptable use of the school computer system and the Internet and agree to abide by them. I further understand that any violation of the policies above is unethical and may constitute a violation of law. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be taken.

Student's Signature _____ Date _____

Parent or Guardian Agreement Form for Student Use of Technology

_____ I give permission for my child use of technology and be issued a G Suite for Education account by Corpus Christi Catholic School.

Parent Signature: _____

Date:_____

This form must be signed annually. It will be kept on file at school.