

Print Name, please \_\_\_\_\_

## 2008-2009 Internet / Network / E-mail Contract – Acceptable Use Policy

The statements listed below describe the **behaviors** expected of Bancroft students and employees. Internet/technology access is contingent upon your understanding and agreeing to these expectations, which reflect/are derived from Bancroft's Internet Policy:

- School Policy limits use of all its electronic mail and communication systems, including the Internet, to legitimate academic purposes and school business in general. The School reserves the right to monitor the use of its equipment and facilities and their content in order to assure compliance with these policies.
- Access to the Internet is available to Middle and Upper School students whose signed Internet contracts for each academic year are on file in the Tech Department. In the classrooms and/or labs, teachers are to supervise their students in accessing specific curriculum-related sites on the Internet.
- Students who access or print inappropriate, offensive, or illegal material will be subject to penalties, including revoking the privilege to access The Internet and further disciplinary action.

- I agree to use Bancroft School's technology and Internet connection responsibly and will **not** participate in hacking and/or the playing of Internet games.
- It is a privilege to use the Internet, the school network, and my school e-mail and file storage accounts. I understand that there is a storage quota in effect and will abide by its limits.
- The Internet is a worldwide group of hundreds of thousands of computer networks, and I know that Bancroft School has no control over the content of these networks.
- Accessing, downloading, creating, distributing, and/or printing of illegal or inappropriate non-school related materials is unacceptable, and I realize that I may receive a disciplinary consequence.
- I will need written permission and assistance from the Technology Department before downloading or installing any software.
- It is my responsibility to honor all copyright laws and the Acceptable Use Policies of all other websites, involving text, images, music/sound files, and digital video. Plagiarism and/or the theft of intellectual property **are unacceptable**.
- I will learn to evaluate the authority of and appropriateness of all information obtained from the Internet and will cite this information correctly. I will consult my teachers and the librarian when I have questions.
- The use of computers reserved by teachers for academic class purposes takes precedence over my individual use.
- E-mail accounts are the property of Bancroft and are subject to monitoring by school authorities. I agree to always write e-mail messages that could be read by my teachers or parents without embarrassment. I will only forward e-mail, if I have obtained the author's permission. Chat sessions and/or instant messaging **are unacceptable**.

**US/MS students** - the only acceptable on-campus e-mail program is your Bancroft provided account, except when you are under direct supervision of a librarian or a Bancroft teacher.

**LS students** - do not have e-mail access on campus, except when you are under direct supervision of a librarian or a Bancroft teacher.

- The purpose for having individual accounts and passwords is to provide security for one's own work and to provide access to appropriate software. Therefore, logging into another person's account, using his/her files, and/or changing their password **are unacceptable**. Also, I will not share my password or other Bancroft codes with anyone.

**I understand that** my participation in any of the above stated inappropriate behaviors will lead to penalties including revocation of Internet/technology privileges and/or further disciplinary action.

Student's Signature \_\_\_\_\_

Grade: \_\_\_\_\_

Date: \_\_\_\_\_

I, \_\_\_\_\_, (**print parent name**) the parent or guardian of the above student, understand that Bancroft School does not control the content of the Internet. I agree to release Bancroft School from any liability that may result from my child's use of the Internet. **I HAVE DISCUSSED THIS CONTRACT WITH MY CHILD.**

Parent's Signature \_\_\_\_\_

Date: \_\_\_\_\_

Faculty/Staff Signature \_\_\_\_\_

Date: \_\_\_\_\_