

Dear Parents:

At Lutheran High North computers are readily available for our students for academic and recreational use. Our goal is to promote educational excellence by making these computers available to our students. However, computers are also subject to mis-use. **During the school day, computers are to be used only for academic purposes; they are not to be used for games, personal e-mail, chat rooms, etc. during the school day.** Before and after school, they may be used for personal and/or recreational use.

While LHN will attempt to educate and monitor our students on acceptable uses of the Internet, it is impossible to control all materials a student may discover. Parents are advised that **the responsibility for the proper use of the Internet ultimately lies with the student and his/her parents.**

At LHN the use of the Internet is not a right, but a privilege; therefore, we ask that you carefully read the attached Acceptable Use Policy. The policy details the guidelines for the responsible independent use (use not directly supervised by a classroom teacher) of the school computers.

Please review the policy carefully with your student and then sign and return the AUP form to me in the Resource Center as soon as possible. Be sure to notice that parents may choose to “option out” of Internet use by signing the appropriate place. These forms will be kept on file as legally binding documents.

Also, this year our process for printing computer documents or making copies has changed. The school now provides a state-of-the-art printer for student use. Each student will be given a personal account. They need to keep their account information private because they will be allowed 200 free pages per semester of printing for personal and/or academic use. After using this allocation, they will need to purchase additional pages at the rate of \$.05 a copy. The additional pages will be sold in 100 page increments.

Sincerely,

Terry A. Hynous
Resource Center Supervisor

Lutheran High North Acceptable Use Policy For Independent Internet Access

To use the Internet independently, outside of a regular class activity, all students must obtain parental permission and agree to follow the policies outlined below and the attached User Agreement, which will be kept on file as a legally binding agreement.

Access to the Internet provides students with many educational opportunities, but students and parents must be aware that some of the available material may contain items that are illegal, defamatory, inaccurate, or offensive. Therefore, all users must understand and practice proper ethical and legal use.

While our intent is to make Internet access available for educational and appropriate recreational use, students may find ways to access other materials as well. It is the user's responsibility not to initiate access to improper material or to immediately exit if inappropriate material is accidentally found. If such material is found or appears, the Resource Center Supervisor or supervising teacher should be notified immediately after exiting the site.

We believe the benefits of access to the Internet exceed the disadvantages and that parents and guardians have the responsibility for setting and conveying standards regarding its use. Students have the obligation of abiding by these standards. Although the students' use of the Internet is supervised, LHN does not provide any barriers or censors to Internet material at this time.

School use of the Internet is a privilege, not a right, and inappropriate use will result in the cancellation of this privilege. LHN reserves the right to review and monitor any computer use and to make the determination whether specific uses are inappropriate. Decisions of the LHN administration regarding unacceptable use are final.

The following policies exist to ensure the ethical, legal, and proper use of the Internet and school computers:

1. Accessing the accounts and files of others without permission is prohibited. Students should take appropriate steps to protect their own information and **should never provide personal information to people they don't know, especially on chat rooms or sites such as My Space or Xanga.**
2. Attempts to subvert the network, or to impair the functionality of the network or individual computers, or to bypass restrictions set by LHN are prohibited. **Students are not to change the settings or functioning of any computer.**
3. Improper use or distribution of information is prohibited. This includes copyright violations, such as software piracy, plagiarism, or a violation of the Honor Code.
4. Using the Internet or school network for commercial purposes or in support of illegal activities is prohibited.
5. Students are limited to appropriate educational material. A simple standard is, "Would I show this material to my parents and teachers?" LHN reserves the right to monitor and review any computer use or material.

Student User Agreement

I understand and will abide by the procedures and Acceptable Use Policy for Lutheran High North for Independent access the electronic resources of LHN. I further understand that any violation or the regulations is unethical, and should I commit any violation, my access privileges may be suspended or revoked, school disciplinary and/or appropriate legal action may be taken.

In consideration for the privilege of using the LHN electronic resources and in consideration for having access to the information obtained via it, I hereby release and agree to hold harmless LHN from any and all claims or damages of any nature arising from my access, use, or inability to access or use the computers or network system.

Student Name (Please Print) _____

Student Signature _____ Date _____

Parent or Guardian Consent for Independent Use

As the parent or guardian of the student signing above, I have read the electronic resources Acceptable Use Policy and the guidelines for independent use established by LHN. I grant permission for my son or daughter to access the networked computer services checked below. I understand and agree that individuals and families may be held liable for violations. I understand that some materials on the computers or the Internet may be objectionable, but I accept responsibility for the guidance of computer and Internet use, setting and conveying standards for my daughter or son to follow when selecting, sharing or exploring information and media. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting.

Please check the statements that apply.

My son/daughter has permission to:

____ have independent Internet access.

____ use e-mail. Upon request e-mail addresses, login names, and passwords must be registered. Any messages which are inappropriate for school officials to read should not be sent or received at school.

____ use chat rooms.

Access to Internet: Parent "Option-Out" Form

As the parent of the student named above, I am requesting that my child not have independent access to the Internet areas checked below. I understand this will limit the amount of educational material that my child can access to the more traditional sources of information available. My child understands my wishes and will cooperate with the school to carry out this decision.

Please check the statements that apply.

My son/daughter **does not** have permission to:

____ have independent Internet access.

____ use e-mail.

____ use chat rooms.

Parent or Guardian's Signature _____ Date _____