

St. Andrew's School

Policy On Acceptable Usage of Technology

The Technology program at St. Andrew's School ("SASnet") is a powerful resource for all the members of the St. Andrew's community, but this power comes with a definite responsibility. The fundamental rules regarding conduct on SASnet is quite simple: **All school rules apply on SASnet.** Computer technology does not change the basic tenets of good character; neither does it allow a person to act out or disrespect others.

Those who do not obey the rules will face disciplinary action, which may include appearances before the Discipline and/or Honor Committees. The following policies apply to all SASnet users both internally and externally, i.e. to activity contained completely on campus as well as to activity involving off campus resources.

- Our email system, FirstClass, is to be used as a positive and productive means of communication. All messages should be treated with the same care as paper mail. In addition, treatment of St. Andrew's School members in virtual social interactions like MySpace, Facebook, Email and Instant Messaging should be governed by the same respect that is expected in person. Users should not use the network to transmit any message that they would not be willing to say in person.
- SASnet users should behave at all times in a manner consistent with the ethical standards of St. Andrew's School. SASnet users are reminded that their email and network accounts identify them explicitly as members of the St. Andrew's community.
- SASnet users may not share or attempt to access the personal email accounts and private files of other users. Passwords are individual private property, and usage of another person's password is a form of theft. Lastly, using a computer logged in as someone else is not acceptable.
- SASnet users may not obtain or distribute information in an improper or illegal manner. This includes, but is not restricted to, plagiarism and copyright violations such as software piracy. Students need to purchase software they plan to use (where applicable) on their personal computers.
- Students are not to access the Internet from their dormitory rooms at anytime. No method of connecting to the Internet or campus network in a dormitory room is acceptable under any circumstances. Similarly, students are not to facilitate the in-room access of others. In addition, circumventing the School's network management and security systems is prohibited.
- SASnet is the property of St. Andrew's School; its resources are subject to the same rules that govern room searches. St. Andrew's entrusts students to make wise choices about the content they access via SASnet. Under normal circumstances, the school will respect the privacy of a user's files and email. However, the network administrators, with the permission of the Headmaster, may access a user's files or email if they have reason to believe that the user is in violation of any of the above policies or other School rules.

I understand the policies described above, and I will abide by them in letter and in spirit.

Signature

Date

Printed Name