

# ACCEPTABLE USE POLICY

We are pleased to offer a wide range of technologies to students, staff and faculty at The Silver Academy. The internet and computers on our network are used to support the educational objectives of The Silver Academy. Use of these technologies is a privilege and is subject to a variety of terms and conditions. The Silver Academy retains the right to change the terms at any time.

1. Privacy
  - a. I understand that anything I do online or electronically is not private and can be monitored *(seen by others)*.
  - b. I will not tell my User ID or Password to anyone other than my teacher or parent. *(not even my best friends)*
  - c. I will not send or post pictures of myself or others over the Internet without permission from my teacher or parent.
2. Communication
  - a. I will use language that is pertinent and appropriate in all my written work and when participating in online collaborative work. I will not use profanity or any language that is offensive to anyone.
3. Respect for Others
  - a. I will respond respectfully to the opinions and values of others.
  - b. I will not send or share mean or inappropriate emails, texts or any other type of electronic messages.
  - c. I will not upload or publish personal information, private communications or photos of other people without permission.
4. Honesty and Safety
  - a. I will not log into any account that belongs to someone else.
  - b. I will not pretend to be someone else while online.
  - c. I will only communicate with people I know online, unless I receive permission from my teacher or parent.
  - d. I will seek help if I feel unsafe, bullied, or witness unkind behavior.
5. Using Online Materials
  - a. I will document and cite all works I find online and use in my school work. *(This includes writings, data, pictures, music and more.)*
  - b. I will not present online works as my own.
  - c. I will respect the creators of online works and will follow Copyright Law when choosing and using online resource works. *(This includes writings, data, pictures, music and more.)*
6. Respect for school and personal property
  - a. I will take care of all equipment in our school.
  - b. I will use the computers at school for school related purposes only.

I understand that it is my responsibility to honor the Acceptable Use Policy online at home and at school. I understand that I will be accountable for my behavior and will not engage in activities that are in violation of this Policy.

I have read the Acceptable Use Policy and agree to follow these rules and guidelines when using technology. This applies when I am at The Silver Academy, as well as off campus.

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Student Signature / Parent Signature

Grade

Date