



Internet Access and Computer Use Policy

Loretto Academy's commitment to technology allows all students accessibility to the Internet for educational purposes. All Internet usage must be in support of academic research and consistent with the mission, philosophy, values, and policies of Loretto Academy. Student computer and Internet usage shall consistently be responsible, ethical, and legal. Inappropriate or Unacceptable use of Computers and or the Internet includes, but not limited to, violations of state and federal law, noncompliance with network etiquette rules, or threatening the integrity or security of the Loretto Academy's Technology Infrastructure. All student computer equipment, software, and networks are owned and operated by Loretto Academy and shall remain the school's property.

In order to ensure legal compliance, protect each student, and maintain the Loretto Academy's Information Technology Infrastructure, the following computer usage requirements are effective:

1. Students shall not access the Internet for personal or non- educational use on school computers, student owned computers, or other devices (i.e. iPad, Tablets, cell phones, etc..)
2. Students shall not intentionally alter any school computer configurations, files, software, programs or networks.
3. Students shall not intentionally access proxy websites for inappropriate and or unauthorized websites.
4. Students shall not use other students' accounts or passwords nor provide anyone with their own accounts, passwords, and or personal information.
5. Students may be assigned a Loretto Academy email address to be designated for academic use only. Loretto Academy email addresses are not considered private and will be monitored regularly in order to ensure appropriate usage. Email communications involving illegal activities will be reported to law enforcement agencies.
6. Malicious use of the Internet to harass other students, introduce viruses, infiltrate protected computer systems, or other inappropriate behavior is prohibited. Any such activity will result in immediate loss of Internet privileges.
7. Accessibility, display, or transmission of any content/image which is sexually explicit, pornographic, obscene, threatening or harassing, is in violation of any state or federal law and will be reported to law enforcement agencies.
8. Students shall not use the Internet on school owned computers or devices for personal, financial, or commercial profit, product advertisement, political lobbying, sending unsolicited junk mail or chain letters, or participation in chat rooms.

9. Students who mistakenly access inappropriate information should immediately notify a faculty and or staff member in order to protect themselves from the loss of Internet privileges.
10. Students are prohibited from downloading and or modifying any computer files/programs/ music on any school computers without permission from copyright holder.
11. Students who are found plagiarizing assignments/papers/projects from the Internet may be subject to school disciplinary action and may receive a failing grade on assignment.
12. Students shall not post any school related content or images on any school owned computers and or devices.
13. Loretto Academy reserves the right to inspect a student's use of any school owned computer or device and or monitor their use for computer policy violations.
14. Students and their parents will be responsible and held liable for payment of computer damages and or computer replacement charges.