



CHRISTIAN ACADEMY OF WESTERN NEW YORK

TECHNOLOGY USE AGREEMENT

Please read this document carefully before signing. The Board of Directors of CAWNY will provide access to various computerized and online information resources through CAWNY's Technology Systems.

We are very pleased to bring this access to our technology systems and believe they offer vast, diverse, and educational resources to both students and teachers. Our goal in providing this service to teachers and students is to promote educational excellence in CAWNY by facilitating sharing, innovation, and communication.

CAWNY TECHNOLOGY will include ever-changing features such as access to email, computers, printers, tablets, online services, Google Classroom, typing programs, and reliable and fast access to the Internet. It may also include the opportunity for some students to have independent access to CAWNY TECHNOLOGY from their home or other remote locations, especially in the event of a school shutdown when we may temporarily go to remote learning. One purpose of this policy is to provide notice to students, parents, and guardians that CAWNY TECHNOLOGY may allow student access to areas of the Internet not controlled by CAWNY where it is impossible for staff to screen or review all the available materials. Some of the available materials may be deemed unsuitable by parents/guardians for student use or access because it is of little educational value or may contain defamatory, inaccurate, abusive, racially offensive, illegal, or adult-oriented material.

We want to assure you that our Board of Directors, Administration, and Staff do not condone the use of such materials and do not permit usage of such materials in the CAWNY environment. Every reasonable effort will be made to monitor the usage of CAWNY TECHNOLOGY, but despite the existence of guidelines, regulations, and monitoring it will not be possible to entirely prevent access to all information that is inappropriate for students.

Furthermore, students may have the ability to access such information from their home or other off-campus premises. Parents and guardians of students must be willing to set and convey standards for appropriate and acceptable use to their children when using CAWNY TECHNOLOGY or any other electronic media or communications.

Generally, the same standards of acceptable student conduct which apply to any CAWNY activity shall apply to the use of CAWNY TECHNOLOGY. Students who engage in unacceptable use will lose access to CAWNY TECHNOLOGY and may be subject to further discipline under CAWNY's conduct and discipline policy. If any violations constitute a criminal offense, CAWNY will pursue criminal charges. Furthermore, CAWNY will require the parents/guardians of any student who willfully, maliciously, carelessly, or unlawfully damages or destroys CAWNY property to pay the replacement/repair costs.

Student data files and other electronic storage areas will be treated like CAWNY lockers. This means that such areas are CAWNY property and, thereby, subject to control and inspection. The System Administrator may access all such files and communications to ensure system integrity and that users comply with the requirements of this policy.

STUDENT USER TERMS AND CONDITIONS

1. It is my responsibility to avoid abusive conduct inclusive of, but not limited to, the altering of system software and settings, placing of unlawful information, computer viruses, or harmful programs on or through the system, in either public or private files or messages.
2. I am accountable for the security of my password. My password must not be revealed to anyone nor will I use others' passwords. I will be responsible for any problems which arise from the misuse of my file folder or my home directory.
3. I will not use CAWNY's TECHNOLOGY to obtain, view, download, send, print, display or otherwise gain access to or transmit materials that are unlawful, obscene, pornographic, abusive, or otherwise objectionable.
4. I will not use CAWNY TECHNOLOGY to harass, insult, or attack others.
5. I will use only authorized software on CAWNY TECHNOLOGY.
6. I will use all computer equipment for the purpose for which it is intended. I will not tamper with terminals, associated equipment, or otherwise disable the system.
7. I will not change, copy, rename, delete, read, or otherwise access settings, files, or software that I did not create unless I have written permission from the System Administrator.
8. I will not use a device for anything other than course related work without written permission from the instructor. This might include: Listservs, newsgroups, social media platforms, playing games, printing posters/banners, sending messages, doing work for other students.
9. I will not violate copyright laws or use CAWNY TECHNOLOGY for commercial purposes.
10. If I identify a security problem on CAWNY TECHNOLOGY, I will immediately notify an instructor or the System Manager.

NETWORK ETIQUETTE

You are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

- a. Be polite. Do not get abusive in your messages to others.
- b. Use appropriate language. Do not swear, use vulgarities, or any other inappropriate language. Illegal activities are strictly forbidden.
- c. Do not reveal your personal address or phone number or those of students or colleagues.
- d. Network accounts are to be used only by the authorized user for the designated purpose. No "chain mail" materials may be transmitted.
- e. Do not use the network in such a way that the use of the network by other users is disrupted.

Student use of CAWNY TECHNOLOGY is conditioned upon written agreement by the student and his/her parents/guardians that student use of CAWNY TECHNOLOGY will conform to the requirements of this policy and any regulations adopted to insure acceptable use of CAWNY TECHNOLOGY.



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Upper School Student Acknowledgement & Agreement

I acknowledge that I have received, read, and will abide by the Acceptable Use Policy for Technology regarding technology at Christian Academy of Western New York (CAWNY). I understand that use of CAWNY's computer systems is a privilege and not a right, and that I have no expectation of privacy when using the school's computer systems. I also understand that failure to comply with the guidelines set forth in the Acceptable Use Policy for Technology may result in disciplinary action.

Student Name (print): _____

Current Grade Level: _____ Date: _____

Student's Signature: _____

Parent/Guardian Acknowledgement & Agreement

I am the parent/guardian of _____, the minor student who has signed CAWNY's agreement for student use of technology. I have been provided with a copy and I have read CAWNY's policy and regulations concerning use of CAWNY TECHNOLOGY.

I also acknowledge that CAWNY TECHNOLOGY will potentially allow my son/daughter student access to areas of the Internet not controlled by CAWNY. I understand that some of the materials available through these external networks may be inappropriate and objectionable; however, I acknowledge that it is impossible for CAWNY to screen or review all the available materials. I accept responsibility to set and convey standards for appropriate and acceptable use to my son/daughter when using CAWNY TECHNOLOGY or any other electronic media or communications.

Furthermore, I agree that I will be financially responsible for the repair/replacement costs of damages resulting from my child's willful, malicious, careless, unlawful, or unauthorized use/care of CAWNY technology/property.

Parent/Guardian Name (print): _____

Parent/Guardian's Signature: _____ Date: _____