



2020-2021 Technology

TCS's Acceptable Use policy applies to all technology resources including, but not limited to, personal laptop computers, school computers, cell phones, video and audio equipment, copy machines and information storage devices. Clariden School students are expected to use school resources in a considerate, ethical, moral and legal manner.

All Clariden technology systems, and information stored on them, are governed by school policies and are subject to school supervision and inspection whether they reside on school-owned computer or computers and external drives brought to campus by students. TCS reserves the right to monitor, access, retrieve, read and disclose all messages, information and files created, sent, posted from and stored on laptops brought onto campus, or stored in its systems to law enforcement officials or others without prior notice – there is no rational expectation of privacy while using school technology systems or networks. Any student who violates this policy or any applicable local, state or federal laws is subject to disciplinary action, a loss of technology privileges, and may face legal prosecution.

Electronic Devices:

The privacy of all students is protected during the school day. Personal items that can take and/or transmit electronic images including digital cameras, cell phones and video cameras cannot be used to take or transmit images at any time during the school day unless at designated times and for the purpose of learning. The school reserves the right to confiscate and review information on any electronic device from students who violate this rule.

Upper School students will have access to their cell phones and social networking ability only during designated times unless otherwise permitted by the teacher. Students are not permitted to engage in online social networking, make cell phone calls, text, play computer games or any other recreational use of electronics during class and learning time. Violation will result in disciplinary action.

Acceptable Use on Clariden Internet and General Computer Use:

Clariden provides computer network access to students who use the access in accordance with the mission and philosophy of The Clariden School. Students agree to the following terms as a condition of having network access:

Appropriate Use: Student use of the computer network must be consistent with the philosophy of The Clariden School and its educational goals. Misuse includes any internet conduct on or off campus that negatively affects the reputation of Clariden or its students including messages sent, posted or received that suggest harassment, racism, sexism and inappropriate language or symbols.

Vandalism/Hacking: Students will not use their internet access to interfere with or disrupt network users, services, school owned data or data of another student or equipment, either locally or off campus.

Unauthorized Entry or Disruption: Students will not access or try to make unauthorized entry to any machine or device accessible via the network or on remote networks, or to secure physical space that house network processing equipment/servers. If a student notices a security problem or potential vulnerability, the student must notify school personnel immediately. Students may not utilize hotspot features on phones and tablets as this will interfere with reliability of communications on the school operated wireless network.

Inappropriate Messages: Students will not use the Clariden School internet access to transmit illegal, threatening, obscene or harassing materials, including chain letters, solicitations, inappropriate photos, or broadcast messages via our network or e-mail system.

Inappropriate Material: The internet contains certain material that is illegal, defamatory, inaccurate or potentially offensive to some people. Students will not use their internet access to knowingly visit a site that contains this material nor import, transmit and/or transfer any of this material to other computers.

School Personnel: Students should not e-mail, post to website or blog images, photos or video of Clariden employees. This includes the creation of fan pages or groups on social networking sites.

Private Use: Students will not provide their Clariden access or password or share another student's password with any other student or non-student. Students may not use another individual's account or log onto the network as anyone else.

Personal Privacy: Students will not communicate other's address, phone number or other personal information to any person or company on the internet or through e-mail.

Unauthorized Programs or Computers: Students may not use, copy, delete or install any program on a school computer or save any executable program unless otherwise authorized by school personnel.

Copyright: Students and parents are not to post to websites or blogs any photos or logos that are the intellectual property of Clariden. Any unauthorized technology used for the purpose of bypassing security systems, including internet filtering, is not permitted. This includes the use of VPNs, SSH, proxy-bypass software, remote desktop sessions, anonymizing websites/software and other technologies.

Any costs, charges, liabilities or damage by misuse of technology such as but not limited to computers, smart boards, printers, 3D printers, cameras, iPads are the individual student's responsibility. Any personally owned devices brought to campus such as laptops, tablets, phones are brought at the user's own risk – students assume all risk of loss or damage by bringing devices to the campus. Any consequences of service interruption or privacy violation will lead to disciplinary action. Such action can include suspension and/or expulsion from Clariden.

I have read and agree to this use policy.

Student Signature _____

Print Name _____

Date _____

Parent Signature _____

Print Name _____

Date _____