

Dear Bialik Parent or Guardian...

The following few pages contain Bialik's Computer Contract. All Students in Grades 2-8 must co-sign this contract with you in order to access the school's computers and other technology. Our technology offerings have been funded by your tuition as well as the generosity of the Board, PTA and many donors.

Before you and your children sign the form, please take a minute to sit down with them and review the contract in language that they will comprehend. It is important that they understand the responsible use of technology and their role in keeping our important shared resources in good working order. Please return the form by no later than September 11th.

Thank you,

The Bialik IT Staff!

CONDITIONS FOR THE USE OF TECHNOLOGY
Academic Year – 2009-2010

The School's Technological Aspirations:

- The Students, Staff and Administration wish to provide and maintain:
- The highest available level of computer technology and software access;
- An environment of respect and responsibility;
- Every opportunity for growth and development in the use of technology;
- A safe and secure environment for personal and work files;
- Access to information sources, including Internet, for education and research.

Using Bialik's computer services, students and staff have unparalleled opportunities to participate in activities that support learning and teaching. At the same time, however, with access to other networks and people around the world, students might come across information that may not be appropriate. Bialik Hebrew Day School takes measures to limit access to such information, but cannot control material available on the Internet.

The following pages are an outline of the school's "Conditions for the Use of Technology". Student access to the school's computer services will be granted only to those who have signed and returned the Student and Parent Agreement Forms and adhere to this policy.

Note to Parents: Please take the time to read and sign this document together with your child, remembering that the attached form is a contract that holds your child to appropriate behaviour while interacting with school technology. Please return this form promptly, as students will not be able to use school technology without a signed "computer contract" on file in the main office.

The following guidelines apply to the use of Bialik Hebrew Day School's computer services. They must be adhered to by the entire Bialik Community at all times:

1. Users are responsible for good behaviour while using any Bialik technology as it provides access to information that is often public in nature. The users will be expected to adhere to the Bialik Code of Behaviour.
2. At all times, a user's actions must take into account the rights of others, including their privacy. This includes availability of computer time, not copying or destroying the files of other people, etc.
3. Users will be responsible for any damage that may be caused directly by the user.

The following are NOT permitted:

- To give out ANY identifying personal information (about themselves or other people), such as last name, home address or telephone number
- To give one's password to someone else, or use someone else's password
- To send or display offensive messages or pictures
- To harass, insult, or attack others
- To damage computers, computer files, computer systems, or networks
- To violate copyright laws
- To trespass in someone else's folders, work, or files
- To employ the network for commercial purposes
- To by-pass, disrupt, or gain unauthorized access to another person's account
- To use obscenities, foul language, and racial slurs
- To erase or copy files of others
- To knowingly infect the system with a virus
- To illegally copy software from the system or onto the system
- To plagiarize [copy directly from online or other sources, including other students]
- To access sites for the purpose of viewing/downloading obscene, degrading or offensive material
- To access files or directories for which users do not have permission
- To take food or drink, even in sealed containers or packaging, into the computer labs
- To print more than one copy of any document without permission from a staff member
- To print in colour without permission from computer staff
- To access any "P2P" networking site or system such as LimeWire or BitTorrent
- To access any online social networking site such as MySpace or FaceBook during school hours
- To access any Instant Messaging (IM) services such as MSN Messenger, or access any live public chat room or IRC Channels on school hardware or during school hours

Note:

- The Bialik Hebrew Day School Network Administrators will have access to all user files, accounts, and electronic mail. If the above rules above are not followed by any student, use of the school's telecommunications, electronic information sources, and computer services may be canceled.
- Teachers will guide students toward appropriate materials, but the parents/guardians of Bialik students also bear responsibility for such guidance, as they do with other information sources such as television, telephones, movies, radio, and other media.

Sanctions and disciplinary actions:

Sanctions for violations of the Bialik Hebrew Day School Conditions for the Use of Technology will be determined by the School Administration. Sanctions may range from a verbal warning and/or notification of parents, to a complete, indefinite ban from computer and technology access, as well as payment for damages caused by the user. **NOTE: Some violations, such as eating / drinking in the computer lab or playing games during work periods, carry with them an automatic suspension of computer privileges.** Severe or repetitive violations may result in suspension from school. Conditions for reinstatement will be determined and reviewed by the Administration. **NOTE: Suspension of computer privileges does not excuse a student from completing work. Missed computer time may have to be “made up” during recess, before and after school, and at home.**

We have read the “Conditions for the Use of Technology” and we sign the Agreement as follows:

Student Agreement Form

As a user of Bialik Hebrew Day School’s telecommunications, electronic information sources, and computer services, I have read, understand, support, and agree to comply with the above Conditions for the Use of Technology.

Student’s Name: _____ Grade: _____

Student’s Signature: _____ Date: _____

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Parent Agreement Form

As the parent or legal guardian of the student signing above, I hereby indicate that I understand and agree with this Policy. I grant permission for my child to use Bialik Hebrew Day School’s telecommunications, electronic information sources, and computer services, including the privilege of access to networked computer services such as electronic mail and the Internet. Should my child not follow these guidelines, I understand that his/her access to Bialik’s telecommunications, electronic information sources, and computer services may be revoked and payment for damages caused by my child may be requested.

Parent/Legal Guardian’s Name: _____

Parent/Legal Guardian’s Signature: _____

Date: _____

Please return this form to your homeroom teacher/Mechanech during the FIRST week of school or your child may not be able to access computer resources with the rest of his/her class