

CONCORD CAMPUS: 10229 PROUTY ROAD • CONCORD TOWNSHIP, OH 44077 • PHONE: 440.357.0918 • FAX: 440.357.9096 • EMAIL: CSHEPPARD@HERSHEY-MONTESSORI.ORG
HUNTSBURG CAMPUS: 11530 MADISON ROAD • HUNTSBURG, OH 44046 • PHONE: 440.636.6290 • FAX: 440.636.5665 • EMAIL: RDILL@HERSHEY-MONTESSORI.ORG

Hershey Montessori School is pleased to make available to students access to interconnected computer systems within the School and to the Internet. In order for Hershey Montessori School to make its computer network and Internet access available, all students must take responsibility for appropriate and lawful use. Students must understand that one student's misuse of the network and Internet access may jeopardize the ability of all students to enjoy such access. While the Hershey Montessori School's teachers and other staff will make reasonable efforts to supervise student use of network and Internet access, they must have student cooperation in exercising and promoting responsible use of this access.

Below is the Acceptable Use and Internet Safety Policy ("Policy") of the Hershey Montessori School. Upon reviewing, signing, and returning this Policy the student will be given the opportunity to enjoy Internet access at School.

Students and parents or guardians must read and sign the Policy. The Hershey Montessori School cannot provide access to any student who fails to sign and submit the Policy to the School or if a parent does not accept the policy.

Listed below are rules regarding computer network and Internet use. If you have any questions about these rules, please contact the program director. If any user violates this Policy, the student's access will be denied, if not already provided, or withdrawn and he or she may be subject to additional disciplinary action.

I. PERSONAL RESPONSIBILITY

By signing this Policy, you are agreeing to follow the rules in this Policy and **agreeing to report any misuse of the network.**

II. TERM OF THE PERMITTED USE

A student who submits to the Hershey Montessori School the signed Policy will have computer network and Internet access for the school year.

III. INTERNET SAFETY

General Warning; Individual Responsibility of Parents and Users. All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged pupils. Every student must take responsibility for his or her use of the computer network and Internet and stay away from these sites. **If a student finds that other users are visiting offensive or harmful sites, he or she should report such use to the technology coordinator.**

Active Restriction Measures. *Hershey Montessori School will utilize filtering software or other technologies to prevent students from accessing visual depictions that are (1) obscene, (2) child pornography, or (3) harmful to minors.* Hershey Montessori School will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing any material which is inappropriate for minors.

The term "harmful to minors" is defined by the Communications Act of 1934 (47 USC Section 254 [h][7]), as meaning any picture, image, graphic image file, or other visual depiction that:

1. taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
2. depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals;
3. taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

IV. PRIVACY

Network and Internet access is provided as an educational tool. Hershey Montessori School reserves the right to monitor, inspect, copy, review and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of Hershey Montessori School and no user shall have any expectation of privacy regarding such materials.

V. FAILURE TO FOLLOW POLICY

A user who violates this Policy, shall at a minimum, have his or her access to the computer network and Internet terminated, which Hershey Montessori School may refuse to reinstate for the remainder of the student's enrollment in Hershey Montessori School. A user violates this Policy:

- By his/her own action or by failing to report any violations by other users that come to the attention of the user.
- If he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated.

VI. WARRANTIES/INDEMNIFICATION

Hershey Montessori School makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this Policy. It shall not be responsible for any claims, losses, damages or costs (including attorney's fees) of any kind suffered, directly or indirectly, by any user or his or her parent(s) or guardian(s) arising out of the user's use of its computer networks or the Internet under this Policy. By signing this Policy, users are taking full responsibility for his or her use, and the user who is 18 or older or, in the case of a user under 18, the parent(s) or guardian(s) are agreeing to indemnify and hold Hershey Montessori School and all of their administrators, teachers, and staff harmless from any and all loss, costs, claims or damages resulting from the user's access to its computer network and the Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user's parent(s) or guardian(s) agree to cooperate with Hershey Montessori School in the event of the Hershey Montessori School's initiating an investigation of a user's use of his or her access to its computer network and the Internet, whether that use is on a School computer or on another computer outside the Hershey Montessori School's network.

VII. UPDATES

Users, and if appropriate, the user's parents/guardians, may be asked from time to time to provide new or additional registration and account information or to sign a new Policy, for example, to reflect developments in the law or technology. Such information must be provided by the user (or his/her parents or guardian) or such new Policy must be signed if the user wishes to continue to receive service. If after you have provided your account information, some or all of the information changes, you must notify the person designated by the School to receive such information.

RULES GOVERNING THE USE OF THE HERSHEY MONTESSORI SCHOOL NETWORK AND INTERNET

Hershey Montessori School is providing access to its computer networks and the Internet *for educational purposes and for boarding students to communicate with families*. A student *shall not*, during the course of the school day or during boarding hours:

1. Use staff or faculty computers
2. Change the settings of any computer
3. Access personal email accounts during the academic school day
4. Access instant messaging services
5. Utilize chat rooms
6. Access social sites such as MySpace or Facebook
7. View, transmit or download pornographic materials
8. Intrude into the networks or computers of others or modify another's personal profile
9. Download or transmit confidential, trade secret information, or copyrighted materials unless there is explicit permission to use them
10. Use another person's password to access the network or the Internet
11. Upload a worm, virus, "Trojan horse," "time bomb" or other harmful form of programming
12. Participate in "hacking" activities or any form of unauthorized access to other computers, networks, or information systems
13. Disclose or share your password with others
14. Impersonate another user
15. Sell or buy anything over the Internet
16. Use computers to bully or intimidate others within or outside the school community

Boarding students may use personal email accounts to communicate with families and friends during designated hours.

STUDENT NAME: _____

PARENT or Guardian Network Usage Agreement — ACCEPT

As the parent or legal guardian of the above student, I have read, understand and agree that my child/ward shall comply with the terms of the Hershey Montessori School's Acceptable Use and Internet Safety Policy for the student's access to the school's computer network and the Internet. I understand that access is being provided to the students for educational purposes only. However, I also understand that it is impossible for the School to restrict access to all offensive and controversial materials and understand my child's/ward's responsibility for abiding by the Policy. I am therefore signing this Agreement and agree to indemnify and hold harmless Hershey Montessori School against all claims, damages, losses and costs, of whatever kind, that may result from my child's/ward's use of his or her access to such networks or his or her violation of the Acceptable Use and Internet Safety Policy. Further, I accept full responsibility for supervision of my child's or ward's use of his or her access account if and when such access is not in the School setting. *I hereby give permission for my child or ward to use the building-approved account to access the School's computer network and the Internet.*

Parent/Guardian Name (Please print clearly)		Phone:	
Signature:		Date:	
Street:	City:	State:	Zip:

PARENT or Guardian Network Usage Agreement — DO NOT ACCEPT

As the parent or legal guardian of the above student, I have read and understand the terms of the Hershey Montessori School's Acceptable Use and Internet Safety Policy for the student's access to the school's computer network and the Internet. I hereby *deny permission* for my child or ward to use the building-approved account to access the School District's computer network and the Internet.

Parent/Guardian Name (Please print clearly)		Phone:	
Signature:		Date:	
Street:	City:	State:	Zip:

STUDENT Network Usage Agreement (every student, regardless of age, must read and sign below) — ACCEPT

I have read, understand and agree to abide by the terms of the Acceptable Use and Internet Safety Policy and Agreement. Should I commit any violation or in any way misuse my access to the Hershey's computer network and the Internet, I understand and agree that my access privilege may be revoked and School disciplinary action may be taken against me.

User Name (Please print clearly)		Phone:	
User Signature:		Date:	
Street:	City:	State:	Zip: