



## 2015/2016 COMPUTER ACCEPTABLE USE POLICY

All Saratoga Academy parents are asked to take time with their children to read, and understand the following guidelines for acceptable use of technology resources at school. We ask parents to please sign a statement of acceptable use and return it to their teacher.

I agree to follow all of the rules for using the instructional computer network at Saratoga Academy.

I know that:

- The school's computers and wireless network are to be used for educational purposes only.
- If students do not follow the rules, they will not be allowed to use the computers or the computer network.
- Students will use computers, keyboards, printers, and scanners only with the supervision and permission of an adult.
- Students may not use the Internet without a teacher present.
- Students will respect the work and files of others and agree not to open, copy, change, delete, or damage files or folders that are not their own.
- The use of computers and other technology tools is a privilege that comes with special responsibilities. If a student does not follow the above guidelines, there will be consequences over a period of time that will restrict the student's use of computers and other equipment at school. If a student repeatedly shows difficulty in being a responsible user, these restrictions will be extended.
- If my child brings his/her own technology, it is his/her responsibility. Saratoga Academy is not responsible for any lost, stolen and/or damaged items.

Student Name (please print): \_\_\_\_\_

### **A parent or guardian must sign this section:**

I, \_\_\_\_\_, parent/guardian of \_\_\_\_\_ have read and understand the terms and conditions of this Computer Acceptable Use Policy for Saratoga Academy. I fully agree with the contents of the contract and that my child will be bound by the terms of the contract. I accept full responsibility and liability, both legal and financial, for my child's actions, whether foreseen or not. I remise and release Saratoga Academy, its staff, administrators, and/or its agents, from any liability and/or consequences resulting from my child's use and/or misuse of the Instructional Computer Network.

\_\_\_\_\_  
(Parent/Guardian Signature)

\_\_\_\_\_  
(Date)