

Student Name: \_\_\_\_\_ NAD ID# \_\_\_\_\_ (office use only)



**ACCEPTABLE COMPUTER USE FORM**

San Marcos Adventist Junior Academy is pleased to offer students access to the computer network resources and the Internet. To gain access to the internet, all students must obtain personal permission and must sign and return this form to the school. Parents, please read this document carefully, review its contents with your student, then sign and return to the school.

By signing this agreement, you agree to abide by the applicable SMAJA policies in regard to computers, computer support equipment (printers, scanners, cameras, projectors, flash drives, etc.), and the Internet. The school monitors inappropriate use of this system and makes responsible efforts to block inappropriate Internet sites but it is not possible to completely prevent access. If you accidentally access an inappropriate site, turn off the screen and contact your teacher immediately.

**Rules & Guidelines**

1. Electronic systems shall be used in support of SMAJA activities;
  - a. The system may be used for research and academic goals;
  - b. Access e-mail is for academic activities and is supervised by teachers.
  - c. *Approved* games may be played at appropriate times.
2. The content of electronic messages, documents, and graphic images shall conform to the ethics of the Ten Commandments and study standards as set out in our school Handbook.
3. All electronic systems and data are property of SMAJA and to be considered SMAJA records.
4. Private or personal software is not to be placed on SMAJA systems.
5. Accessing unauthorized network resources, chat rooms, and instant messaging is expressly restricted.
6. Each user is responsible for ALL activity performed with their assigned user ID and password.
7. Downloading executable programs, music, photos, or movies, without the express permission of the technology coordinator is cause for suspension.
8. Posting messages or accessing materials that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal is grounds for suspension or expulsion.
9. Any vandalism will be grounds for disciplinary action, as well as restitution of property.

***Failure to comply with these guidelines is subject to disciplinary action, up to and including expulsion.***

**AGREEMENT TO COMPLY**

As a user of the school's computer network, I agree to comply with the stated rules as to communicating over the network in a responsible fashion while honoring all relevant laws and restrictions.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**PARENT/GUARDIAN PERMISSION**

As the parent or legal guardian, I grant permission for the above student to access the Internet as directed by a teacher. I understand that this access is designed for educational purposes.

I understand that San Marcos Adventist Junior Academy's policy for acceptable student use of the computer, the network, and the Internet and have discussed this issue with my child. I understand that individuals and families may be held liable for any inappropriate behavior. I understand that some materials on the Internet may be objectionable and I accept responsibility to work with the school in guiding my child. I hereby give permission for my child to use the Internet and school computer system.

Parent/Guardian's Name (please print) \_\_\_\_\_

Parent/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_