

COMPUTER AND INTERNET USE

Desert Academy is pleased to offer students access to a network of computers for learning, email communications, and the Internet. To gain access, all students must obtain parental permission on the Internet use permission form (attached). All computer usage, Internet navigation, and printing activities by each user are automatically recorded and subject to review. Because of the need to keep our computer systems consistently available, safe, and secure, we have also developed the following rules to guarantee users a rich and productive computing experience at Desert Academy.

General Advice

- Use Desert Academy's computer technologies for school-related purposes only.
- Seek the guidance and help of Desert Academy's technology instructors.
- Both Mac OS X and Windows XP operating systems are available on most machines.

Rules Regarding Computers

- Do not install any new programs on Desert Academy computers unless you have permission from the tech department.
- Do not download or install any games or music.
- Food or drink is prohibited in the computer labs at all times.

Rules Regarding Files and Information

- Save all files to your network folder or on a USB flash drive-- never save them "locally," on the computer itself.
- Never give your log-in password to anyone else.
- If your password becomes compromised, ask for another one.

Rules Regarding Internet Use

- Stay clear of inappropriate websites, e.g. adult, hate, etc. We use filtering to prevent access to these types of sites.
- Never give your personal email address to promotional websites or in response to unsolicited emails.
- Never give personal information about yourself to any website or stranger.

Rules Regarding Printing

- Keep printing to a minimum. Edit on-screen. Print final drafts only.
- Print only to a printer in your immediate area.
- Reasonable printing quotas are in effect for all users.

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PARENT PERMISSION FORM

As a parent or guardian of a Desert Academy student, I have read the school's "Computer and Internet Use" policy and agree to it.

Please indicate your agreement by checking the appropriate box:

- My child may use e-mail and the Internet while at school according to the rules outlined in Desert Academy's "Computer and Internet Use" policy.
- My child may not access e-mail or the Internet while at school.

Parent/guardian signature: _____

Printed name: _____ Date: _____

This form will be kept in the student's file for school records.