



Computer and Internet Acceptable Use Policy

Computers are an integral part of the educational program at Yeshiva of Greater Washington – Tiferes Gedaliah (YGW) and are utilized to support curricular objectives in a computer lab or classroom setting. YGW's Local Area Network (LAN) enables students to share printers, save files on a master server, and access programs. In addition, YGW's filtered Internet access allows students to explore libraries, databases, museums, and other repositories of information worldwide. Both YGW's LAN and Internet access are intended to be used for educational purposes only. Classes have access to this learning environment on a regular basis under teacher supervision.

We appreciate the educational and global benefits of the Internet, and the very real challenges that it poses to a Makom Torah and to a life of kedusha. In an effort to protect our students from exposure to inappropriate material, we restrict Internet access through filtering software and hardware. While we do our very best to monitor Internet use, we understand that no filtering method is perfect. On a global network, it is impossible to guarantee that no controversial information can be accessed. At the same time, legitimate sites might be blocked by the rules invoked by the filtering system. The smooth operation of the network relies upon the proper conduct of the end users.

Please read and sign the attached form indicating that you have read and will abide by these policies. If you do not want your child to have access to electronic services, please complete and submit the "opt-out" form and access will be denied. If assignments require the use of the Internet, alternatives will be provided. If this form is not returned to the school, your child will not be permitted to use any computer at YGW.

Student Rules and Responsibilities

- Use of the school computers and Internet is intended to support academic purposes. The computers are not to be used for personal use, including but not limited to sending and receiving emails and accessing music or social networking sites.
- Students may have access to the computer labs only when there is a supervising teacher in the room and students are expected to follow written and verbal instructions.
- Each student is assigned their own User ID for their personal use and should use care with logging on and off the computer to ensure no one else can access their account.
- Overriding or attempting to override the Internet filtering system or accessing other people's files is prohibited.
- Students may use the lab printers in moderation for school related programs and assignments.
- Students are expected to show respect for school property and are responsible for treating the computer lab equipment and furniture with proper care. Students who damage any equipment or furniture, including the uploading or creation of computer viruses, will be subject to disciplinary action and will be responsible for the full cost of the repair or replacement.
- No one may load software or program files of any kind onto school equipment without permission from the IT Manager.
- Food, drinks, and chewing gum are not allowed in the computer room.



**STUDENT AND PARENT ACKNOWLEDGMENT OF
YGW COMPUTER POLICY**

My signature below indicates that I have read and understand YGW's *Computer and Internet Acceptable Use Policy* and the *Student Rules and Responsibilities*. I realize that the student will be held accountable if s/he violates any part of this contract, and may result in one or more of the following consequences: loss of computer use, loss of internet use, disciplinary action, school suspension, restitution, and legal action. I have included his/her personal email address on this form.

Print Student's Name	Student's Personal Email Address
Parent's/Guardian Signature	Student's Signature
Date	Date

OPT-OUT FOR STUDENT USE OF ELECTRONIC SERVICES

If you DO NOT want your student to have access to Internet services, please complete and submit this Opt-Out form. This opt-out form applies to the current school year and must be specifically renewed at the beginning of each school year. Questions on procedures for denying Internet access at YGW should be directed to the principal.

I do not wish _____ (name of student--please print) to use the Internet during the current school year.

Parent/Guardian Name (please print) _____

Parent/Guardian Signature _____

FOR OFFICE USE ONLY

Date Form Received: ___/___/___ By: _____ Date Password Assigned: ___/___/___

User ID: _____ Password: _____

NOTES: _____