



Jerusalem American International School

JAIS Responsible Use Policy

While using digital tools on campus, the JAIS network and its resources follow these guidelines:

- During JAIS school hours, the school network is to be used for school work only.
- Use technology wisely, responsibly, and for the common good as you research, create, share and present.
- Advocate and practice safe legal and responsible use.
- Organize and backup files regularly.
- Treat other people respectfully (no cyber bullying or harassment, etc.).
- Treat digital equipment with respect.
- Report problems with school-owned equipment to a teacher or the office immediately.
- Do not use, change or try to access other people's accounts or data, pretend to be someone you are not (spoofing), or use your JAIS accounts for commercial purposes.

Without teacher permission, you may not:

- Access digital tools, including laptops and cell phones, during class.
- Participate in online games or use instant messaging, chat rooms during school hours, except as a part of an assigned class activity.
- Download music/videos/software from the Internet.
- Install software on school devices.
- Change the configuration of school workstations and equipment.

Monitored Use

Please understand that email and any other use of the electronic communication systems by students shall not be considered confidential and may be monitored at any time by designated staff.

Internet Use

Technology users should strive to be good digital citizens. Avoiding the following sites is the preferred method for establishing responsible student behavior when using the Internet:

Bandwidth Wasters that cause network slowdowns – These include sites that are dedicated to instant messaging and chat. They also include music and video download sites as these files are large.



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Time Wasters – Online game sites and sites about how to cheat at games. Staying away from such sites also helps protect our network from spyware that many of these “free games” sites install on computers.

Inappropriate Content Sites – Sites with content of an “adult” nature, bullying and harassment.

Up-To-No-Good Sites – Sites dedicated to hacking, virus creation, and defeating content filtering are in direct violation of the Responsible Use Policy.

Consequences

Deliberate attempts to violate these responsible use guidelines, or compromise, degrade, or disrupt system performance may result in restricted use of family owned digital devices at school or other appropriate consequences. Consequences could include, but are not limited to, referrals to the administration, the loss of computer and account privileges, parental contact, proper authorities contact and suspension from school. These guidelines extend to the use of any personal computing, communication or other digital devices on the JAIS campus (laptops, handhelds, cell phones, iPods, MP3 players and other emerging technologies.) This may also apply to off campus use that results in a disruption to the school’s learning environment.

I have read and understand the JAIS responsible use policy:

Student Name: _____

Student Signature: _____

*Students will also sign a class responsible use policy after consultation with the teacher

Parent Name: _____

Parent Signature: _____