APPENDIX A

Student 2026 - 2027

Student Technology Acceptable Use Policy

St. Hilary School

Diocese of Cleveland

In this 21st century, we are in a time of new and ever changing technologies. We at St. Hilary School believe using new technologies, electronic resources, and Internet access enhance student learning and provide a quality educational experience for all students. It is our privilege to be able to offer use of such technological resources to enhance the educational experience. However, despite these benefits, the Internet reflects the values of a global society and can provide access to sites that would be considered inappropriate. The purpose of this policy is to ensure the proper use of the technologies both in and outside of school while enrolled as a student at St. Hilary School*.*

All users are expected to use the technology available at St. Hilary School and at home in a manner that is consistent with the teachings and mission of the Catholic Church and the school's academic programs. Technology includes, but is not limited to, cell phones, any personal data devices, computers, other hardware, electronic devices, software, Internet, e-mail and all other similar networks and devices. It is the responsibility of the student to appropriately access and use technology. Obscene, pornographic, threatening, or other inappropriate use of technology, including, but not limited to, e-mail, social media, apps, messaging via Google classroom or other web-based platforms, web pages, and the use of hardware and/or software which disrupts or interferes with the safety and welfare of the school community, is prohibited.This includes usage that takes place after school hours or off school property (i.e., home, business, private property, etc.).

Students must*:

1. Respect and protect the privacy of others.
    a. Use only assigned accounts.
    b. Decline to view, use, or copy passwords, data, or networks to which they are not authorized.
    c. Refrain from the use of social media platforms or apps that are not school-approved or violate age restriction policies.
    d. Avoid distribution of private information about others or themselves online.
    e. Refrain from impersonating any other user via their device, email, or username.
2. Respect and protect the integrity, availability, and security of all electronic resources.
    a. Observe all network security practices as discussed in class and outlined in the school handbook and AUP.
    b. Report security risks or violations to a school administrator, teacher or the Director of Technology.
    c. Refrain from destroying or damaging data, networks, equipment, or other resources that do not belong to them.
    d. Maintain proper digital citizenship at all times, which refers to the responsible use of technology by anyone who uses computers, the Internet, and digital devices to engage with society on any level.
    e. Abstain from overriding the Internet content filtering system.
3. Respect and protect the intellectual property of others.
    a. Refrain from copyright infringement (i.e. making illegal copies of music, games, or movies).
    b. Avoid plagiarism, which includes but is not limited to the use of chatbot or any other artificial intelligence platforms.
4. Respect and practice the principles of the parish and school community.
    a. Communicate only in ways that are kind and respectful.
    b. Report threatening or discomforting materials to a school administrator, teacher or the Director of Technology.
    c. Refuse to access, transmit, copy, or create materials that violate the school's code of conduct (such as messages or materials that are pornographic, threatening, stolen, rude, discriminatory, copywritten, or viewed as harassment).
    d. Abstain from using the resources to further other acts that are criminal or violate the school's code of conduct.
    e. Avoid sending spam, chain letters, or other mass unsolicited mailings.

f. Refrain from buying, selling, advertising, or otherwise conducting business, unless approved as a school project.
g. Abstain from creating or supporting accounts that use the schools' name or emblem to disseminate information under false pretenses.
h. Abstain from creating or supporting fake accounts that use a staff member's picture, name, or likeness in any manner.
i. Refrain from sharing or posting information, images, or videos that are deemed as inappropriate, derogatory and/or viewed as bullying which relate to the school and/or individual staff members.
j. Avoid posting or disseminating any harassing, demeaning, threatening or immoral comment or visual injurious to the reputation of the school, the parish, the Church or an individual, whether the action occurs on school property or off grounds.

*** Numbers one through four are not an all-inclusive list of inappropriate uses and activities. This includes usage that takes place after school hours or off school property (i.e., home, business, private property, etc.).**

Artificial Intelligence (AI) Policy
Diocese of Cleveland

Intent
Students may, at the administration's and faculty's discretion, learn how to use artificial intelligence ("AI") text generators and other AI-based assistive resources (collectively, AI tools) to enhance rather than damage their developing abilities as writers and thinkers. The following requirements constitute our school's AI use policy, in addition to all of the requirements in our Code of Conduct. Because not all situations can be foreseen, school administration reserves the right to determine other violations of this policy.

Students shall:
- **Not use AI tools in connection with any assignments, quizzes, tests, or examinations unless explicitly permitted and instructed and in such cases students must follow the instructions for AI use.**

- **Give credit to AI tools whenever used, even if only to generate ideas rather than usable text or illustrations.**

- **Use AI tools wisely and intelligently, aiming to deepen understanding of subject matter and to support learning rather than as a replacement for student work.**

Instructors will:
- **Seek to understand how AI tools work, including their strengths and weaknesses, to optimize their value for student learning.**

- **Employ AI detection tools where appropriate to evaluate the degree to which AI tools have likely been employed.**

- **Impose an appropriate disciplinary consequence for inappropriate use of AI tools.**

Consequences for Violation: Violations of these rules may result in disciplinary action, including the loss of a student's privileges to use the school's information technology resources. Users have the responsibility to use technology resources in an appropriate manner. Consequences of misuse or abuse of these resources will be disciplined depending on the severity of the situation.

Supervision and Monitoring: School and network administrators and their authorized employees periodically monitor the use of information technology resources to help ensure that uses are secure and in conformity with this policy. Students have no expectation of privacy with respect to the use of technology resources or school devices. Administrators reserve the right to examine, use, and disclose any data found on the school's information networks in order to further the health, safety, discipline, or security of any student or other person, or to protect property. The school administration has the right to access any electronic devices brought onto school property. They may also use this information in disciplinary actions and will provide evidence of the crime to law enforcement if one is committed.

Agreement form: In order to ensure the proper use of technology resources, it is necessary that each user and parent/guardian annually sign the attached Student Technology Acceptable Use Policy. The signed form must be on file at St. Hilary School before Internet and other technology access is permitted. Signing the form indicates that the user will abide by the rules governing Internet and other technology access as stated in this policy.

The school reserves the right to issue additional rules for the use of technology resources. Violations of such rules may be a cause for disciplinary action.

The school reserves the right to seek financial restitution for any damage or loss to the school network or technology equipment caused by a student.

USER AGREEMENT / PARENT PERMISSION FORM
Both Signatures Required

Student Signature Section:

- I have read the terms and conditions of the **Student Technology Acceptable Use Policy**.
- I understand that technological resources are provided for educational purposes only.
- I agree to abide by the terms and conditions stated in the **Student Technology Acceptable Use Policy**. Additionally, I will be responsible for the consequences of inappropriate use of technology, including the Internet, both on and off school property. I understand that consequences may include revocation of privileges to access the Internet and/or other technological resources, suspension, expulsion, and possible legal action.

User Name (print) _____ School _____

User Signature _____ Date _____

Grade _____ Homeroom_____

Parent/Guardian Signature Section:
As the parent or legal guardian of the student signing above, I have read this **Student Technology Acceptable Use Policy** and grant permission for my child to access the St. Hilary School's information technology resources. I understand that my child will be held liable for violations of this agreement. I understand that St. Hilary School's information technology resources are intended for educational purposes. I also understand that my child's school may not be able to restrict access to all controversial materials, and I will not hold St. Hilary School responsible for materials acquired on the network.

Parent/Guardian Name (print) _____ Date_____

Parent/Guardian Signature _____