USE OF COMPUTERS

Application. Information technology facilities operated by Bishop Eustace Preparatory School (BEPS) are available for use by students, faculty, and staff. Students, faculty, and staff are encouraged to use the information technology facilities for research, instruction, and other school related activities. BEPS technology facilities include but are not limited to personal computer workstations, printers, peripheral devices, network user accounts, direct and wireless network and Internet access, electronic message systems and instructional materials. The Information Technology Acceptable Use Policy applies to situations where any person or persons utilizes BEPS information technology facilities alone or in combination with other information technology facilities or equipment including personal equipment.

User responsibility for Compliance. Utilization of any BEPS information technology facility constitutes acceptance of the terms of this Information Technology Acceptable Use Policy. Users acknowledge they have read and understand this Information Technology Acceptable Use Policy and they shall be personally responsible for their acts or omissions in connection with this policy.

Penalties for Violation. Any violation of this policy may result in revocation of utilization privileges, administrative discipline, or immediate termination of the violator's relationship with BEPS, and could lead to criminal and civil prosecution. BEPS is authorized by anyone utilizing its information technology facilities to cooperate with government and civil authorities in the prosecution of any criminal and civil matter against any person who violates this policy, including disclosure of any records, information, data, images, communications, recordings, or other evidence in the custody of, or accessible by, BEPS. Administrative discipline will depend on the severity of the offense and will be at the discretion of the Dean of Students.

Waiver of Privacy expectations. Any person utilizing any BEPS information technology facility understands and agrees they are specifically waiving any expectation or right to privacy in their communications, data, programs, information stored, displayed, accessed, communicated, published, or transmitted on the facilities. Those utilizing the information technology facilities that require security for School-related purposes must contact the Director of Technology to arrange for specific project or program requirements.

Internet access and Use. Students are not permitted to access web sites promoting gambling, pornography, illegal substances, hatred or violence, or any other web site or category of web sites that is illegal at the local, state or federal level, or that is prohibited and/or restricted by the Technology Department.

Personal Laptops. Students are encouraged to bring and use personal laptops for research and educational purposes. Classroom use of personal laptops is at the discretion of the instructor and all use is governed by this agreement.

Activities considered to be in conflict with this policy include, but are not limited to, the following:
• Accessing computers, accounts, data and programs for which you are not authorized.
• Sharing your password and account(s). You are responsible and will be held accountable for all activity occurring on your account.
• Intentionally providing computer access to unauthorized people (by loaning your account to another person, disclosing someone else's password to a third party, etc.)
• Creating, modifying, executing or re-transmitting any computer program or instructions intended to gain unauthorized access to, or make unauthorized use of, any computer facilities or software.
• Installing software including freeware, shareware, public-domain, commercial, or personally licensed software on any school-owned computer equipment without appropriate authority.
• Using computers or networks with the intent to compromise any other computers or networks or to commit crimes or other unethical acts.
• Using computers or networks for unauthorized non-school-related commercial or for-profit activity.
• Removing any school owned computer software or hardware from the campus without the written permission of the appropriate administrator.
• Any attempt to modify the settings, or operation of a computer including but not limited to the desktop, wallpaper, screensaver, network settings, drive access, printer access, toolbars, language default, installed software, or any intentional act with the intended purpose of removing the computer from service.