



## **Acceptable Use Policy**

Thornton Academy is a community built upon trust. This trust demands that our technological resources be used for educational purposes in meeting our mission to “prepare students for a changing world, challenging all to learn, grow, innovate and succeed.” We also believe that it is about everything and everyone. Therefore our use of technology must be as open as possible while providing sufficient safeguards. Our rules are based on three principles: respect yourself, respect others and respect property, so the concept of personal responsibility is important to the school and to the use of any of the technology resources available and/or used on campus.

In order to achieve our mission, meet educational objectives, enhance communication between faculty, staff, students and parents, encourage collaboration and provide for the betterment of the community, Thornton has integrated the use of technology assets across the curriculum. Many courses maintain a web-based component or require computer or Internet access to complete lessons that help realize our educational objectives. We understand that access to the Internet may make available material of questionable educational value and that access to such material is impossible to control totally even with a degree of filtering. But we firmly believe that the value inherent in the total resources available far outweighs the possibility that some members may intentionally or unintentionally access material that conflicts with Thornton’s educational goals. Therefore, use of technology resources including the Internet requires the personal responsibility to act in a respectful, ethical, unselfish, efficient and legal manner.

The use of Thornton Academy’s technology resources and access to the Internet is a privilege that provides wonderful educational benefits as well as new responsibilities. Depending on the circumstances and degree, any inappropriate use of our technology resources, the TA Network or Internet would result in appropriate consequences ranging from a warning to legal action. Such rules also apply to personally owned technology devices used on the Thornton Academy campus. A sampling of the use of technology that violates the spirit or intent of Thornton Academy’s Acceptable Use Policy (AUP) follows. Any action not explicitly prohibited below should not be equated with tacit permission. Behaviors inconsistent with Thornton’s AUP include but are not limited to:

- Circumventing TA’s web filtering system.
- The use of proxies to access restricted web pages.
- Using online chat, mail, social networking, or VOIP to harass, intimidate or libel.

- Sending hate mail, chain letters or use of discriminatory remarks.
- Using any electronic device or the web to plagiarize or cheat.
- Sharing or misusing ID's and passwords, installation of software or attempts to access private servers or databases.
- Physical damage to equipment.
- Violating copyright or other intellectual property laws or licensing agreements including MP3s, videos, podcasts, etc.
- School officials will deem what constitutes inappropriate use and the consequences of such misuse. Their decision will be final.
- User members should understand that school and law enforcement officials may access personal files at any time and any communication on that device is not considered private communication.

Thornton Academy's Acceptable Use Policy (AUP) will be explained and clarified to employees and students at the beginning of, and as needed, throughout each school year. Parents will receive a copy of the AUP in the August mailing. The AUP will be reviewed annually; the Board of Trustees will approve any major changes. The basis for this policy is that of accepting the personal responsibility to use technology resources including the Internet in an appropriate and respectful manner.