OAK HALL SCHOOL
SCHOLARSHIP · LEADERSHIP · SERVICE

Oak Hall Technology Agreement

2025-2026 Responsible Use Policy

Oak Hall School (OHS) recognizes the value of computers and other electronic resources to improve student learning and enhance the administration and operation of its school. OHS allows students and faculty to use the Internet, email, print documents, and save information to access from any school location. Our network includes both wired and wireless capability. OHS encourages the responsible use of computers; computer networks, including the Internet; and other electronic resources supporting its mission and goals.

The rules below apply to any device connecting to our network, including school- and family-owned devices. These devices include phones, laptops, iPads, tablets, and other electronic devices, even those that only use our internet connection.

The Internet is a primary research tool for students. Properly supervised and directed to legitimate sites, it provides billions of pages of information, multimedia presentations, and discussion groups that explore academic subjects. The school employs Internet filtering devices, but no device is completely effective at preventing inappropriate surfing behavior. The final responsibility for their actions rests with the students.

Several guidelines exist to maintain an environment that promotes ethical and responsible conduct in all online network activities by staff and students.

Respect for Other's Online Property

Responsible Use - Students should use the network and Internet for education and research. They should access only material that follows state or U.S. regulations. These resources include but are not limited to copyright, threatening, or obscene material, material protected by trade secrets, and sites deemed inappropriate or dangerous to visit by OHS students. Using OHS resources or Internet activity for commercial profit, advertisement, or political lobbying (outside of classroom projects) is prohibited.

Protecting the Security of Oak Hall School's Network

Hot Spots - Students may not create alternative Wi-Fi networks using cellular data.

Language and Treatment of Others

Cyberbullying - Attacking or intimidating other students through email, texting, or social

networking sites anger violates our code of conduct. Violators may face school discipline and possible legal action depending on the severity.

Intrusion and Viruses - It is a violation of school rules and an Honor Violation to attempt to illegally intrude into the network or school computers, even if no information is changed or deleted by this action. Intentionally trying to harm or destroy hardware or information, locally or on Internet sites, may also result in legal action against the student. It is the same violation of rules to download knowingly or transmit viruses and other intrusion software. This rule applies to any device, including those privately owned.

Netiquette – Students should follow the rules of network etiquette be polite, refrain from using abusive or inappropriate language, and avoid revealing personal addresses or phone numbers or that of others. Students should remember that email is not private. OHS has the right to review any messages sent using its network. Students should not agree to meet any stranger contacted via the Internet and should report to any OHS faculty any attempt by strangers to arrange such meetings.

Student Computer and Email Accounts

Security - Users may have unique usernames and passwords that permit certain network privileges. Students understand that passwords are private and should not be shared with anyone. Students understand they are responsible for all activities done through their accounts. Students will not allow others to use their account name and password or try to use that of others. Students understand they will violate the law if they attempt to capture another person's password electronically. Students understand that logging off the computer at the end of every session is essential, so another user cannot use their password.

School Rules for Online Publishing

Web Publishing - This includes any content posted on the Internet, including but not necessarily limited to websites, blogs, wikis, microblogs, instant messaging programs, podcasts, photo storage sites, and social networking sites. Anything placed on the web for public consumption falls under these guidelines. Any Internet posting will be for educational, non-commercial use, and all postings must have prior approval from teachers or system administrators.

- Published content may include images, videos, and products of OHS students. This material may include videos of class activities, art, writing, and student-produced content. The school's policy is to post these to protected sites and forums accessible only

by the student, their parents, and OHS faculty. Misuse of this access by parents or students violates our acceptable use policy. By accepting this contract, the parent acknowledges the school's right to such publishing.

- Only post appropriate pictures, videos, or other forms of electronic media or software.
- The school uses web-publishing tools as a forum for expression. However, such tools are designed for learning, and as such, they will sometimes be constrained by classroom teachers' various requirements and rules. In these forums, students are welcome to post on any school-appropriate subject.
- Use web publishing tools to share creative expression with authentic audiences. Most visitors who comment will leave respectful, helpful messages. Students who receive uncomfortable or disrespectful comments should tell a teacher right away. Students should not respond to posted comments.

Honesty While Online

Students understand that masquerading, spoofing, or pretending to be someone else is forbidden. This behavior includes but is not limited to sending out emails, creating accounts, or posting messages or other online content (e.g., text, images, audio, or video) acting as another person or using another person's account.

Downloading - Remember the restrictions on inappropriate content, viruses, and intrusion software shared in this document. If students download content to the computer's hard drive, it may be deleted without warning.

Privileges

- Using the network and the Internet is a privilege, not a right. Failure to follow this contract will cancel the benefit of using the OHS network.

- The severity of punishment will depend on the student's actions. Sharing passwords will result in the temporary revocation of computer privileges. Repeated violations will result in a permanent loss of network privileges. Hacking, unauthorized intrusion, cyberbullying, and intentionally introducing viruses will result in more severe punishments, including suspension, dismissal from school, and possible legal actions.

- The Division Directors will decide all punishment up to the loss of network privileges and suspensions and consult with the Head of School for actions resulting in dismissal from school and/or legal actions.

Disclaimer - OHS issues no warranties of any kind, expressed or implied, for its service. OHS will not be responsible for any damages suffered, including loss of data, damage to

personal computers, or service interruptions. Use of any information is at the user's own risk. OHS specifically denies any responsibility for the accuracy or quality of information obtained through its services.

Exception of Terms and Conditions - These terms and conditions reflect the parties' entire agreement and supersede all prior oral or written agreements and understandings of the parties. These terms and conditions shall be governed by and interpreted per the laws of the State of Florida and the United States of America.

By signing the Handbook Acknowledgement Form, the student and the parent/guardian have reviewed and agree to the terms laid out in the Technology Contract and Responsible Use Policy.

Parents and families also understand and agree that video and voice recording of their child may be made, either audibly or visually, in classroom settings that are utilizing Zoom, Microsoft Teams, or other platforms utilized in flexible online learning or any other online learning platform. Parents and families release and hold Oak Hall School harmless from any liability stemming from the use of the student's name, photograph, voice, image, or information.