

HENRY VISCARDI SCHOOL
ACCEPTABLE USE POLICY
FOR STUDENT USE OF THE INTERNET

SUMMARY

This policy sets out guidelines for acceptable use of the Internet by students of the Henry Viscardi School. The primary purpose for which access to the Internet is provided by the Henry Viscardi School to its students is to assist them in carrying out the duties of their course work. They may also use the Internet for reasonable private purposes which are consistent with this Acceptable Use Policy. They may not use the Internet access provided by the Henry Viscardi School in such a way as to significantly interfere with the duties of their course work or to expose the Henry Viscardi School to significant cost or risk of liability.

WHAT IS ACCEPTABLE USE

Subject to the balance of this policy, students may use the Internet access provided by the Henry Viscardi School for:

- Course-related purposes;

GUIDELINES FOR USING MICROSOFT TEAMS

- The chat feature is only to be used during virtual learning sessions that have been initiated by an HVS staff member. Once the meeting has ended, students should not continue typing in the group chat.
- Video calls can only be initiated by HVS staff. Students may not initiate video chats with any staff or other students.
- Students in grades 6-12 who wish to talk with each other should use the chat feature in Schoology.
- Not following the guidelines may result in loss of access to Teams.

WHAT IS NOT ACCEPTABLE USE

Except in the course of a student's duties or with the express permission of the Henry Viscardi School, the Internet access provided by the Henry Viscardi School may not be used for:

- personal commercial purposes;

- sending unsolicited bulk email;
- *disseminating confidential information of the Henry Viscardi School;
- *any illegal purpose;