

Policy Number: P-01 (S-04)	Review Date: February 21 st , 2017
Original Date: May 22, 2012	Revision Date: November 2, 2020
Effective Date: July 1, 2012	Revision Approval Date: February 9, 2021
Prepared by: Policy and Planning Committee	
Board of Directors Committee Approval Date: May 9, 2012	
Board of Directors Approval Date: May 22, 2012, February 9, 2021	

Title: **Technology Use**

Policy: The combined educational institutions of West Deanery Unified Catholic Schools recognize the strategic nature and vital role that informational technology (IT) provides. It has become a valuable and expanding educational and administrative resource. Thus, it is the policy of the West Deanery Unified Catholic Schools to fully utilize our IT network, software programs and hardware solely for those purposes, in accordance with our mission.

Purpose: It is the responsibility of the school’s administration to establish, publish, and monitor rules and guidelines that direct the acceptable use and application of our technology resources. To safeguard the capabilities of our IT resources, this policy is directed towards protecting the integrity and ownership of data, minimizing exposure to risks, prohibiting cyber-bullying and slander via technology and espouses the values specified in the foundation statements of the schools.

Scope: Pre-K through 12 – faculty, staff and students.

Procedure:

- 1.0 Application
- 1.1 Annual acknowledgement of the *Acceptable Use* procedures is required from students, faculty, administration and staff who are provided access to school technology resources either through school owned or non-school owned resources.
- 1.2 Any usage of our IT resources will be in compliance with all rules and disciplinary codes of the schools and the Archdiocese’s Office of Catholic Education.