

## *Christ the Teacher Catholic Schools*

### **Electronic Information System Employee Acceptable Use Form**

When a school division establishes Internet/network services, the Division's specific purpose is to enhance the learning process and improve administrative services. All Division employees must conduct their use of Internet/network resources in a manner consistent with Division policies and regulations.

As well, I am aware that there are potential dangers associated with the posting of personally identifiable information on a web site since global access to the Internet does not restrict who may access such information. I understand that these dangers have always existed; however, schools do want to recognize and celebrate student and staff achievement.

I give permission for my photographs to be displayed on the school or division web sites (e.g.: activity photos).	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
I give permission for my first name to be displayed on the school or division web sites.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
I give permission for my last name to be displayed on the school or division web sites.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

#### **EMPLOYEE:**

I have read the Division Acceptable Use for Electronic Information Systems policy and agree to abide by the provisions contained within the document. I understand that I can be disciplined if I violate the agreement. Such discipline may consist of the revocation of Internet/network access up to and including termination, based on the seriousness of the violation.

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Name (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Please return this form to the school or office where it will be kept on file. It is required for all employees that will be using a computer network and/or Internet access.