Shmuel Bass
TORAH ACADEMY
of San Antonio

TASA Policy acknowledgement form

This form contains four policy acknowledgements:

- TASA Parent-Student Handbook Acknowledgement
- TASA Student, Parent and Faculty Use of Social Media
- TASA Acceptable Technology Use Policy
- TASA Photo Release Form

Please sign and date all four policy acknowledgements in this document, and fill in the contact information you wish released.

Father/Guardian Name _____   Mother/Guardian Name_____

Student Names *(Please type the name(s) of your child(ren) who are enrolled at TASA.)*

_____   _____

_____   _____

_____   _____

TASA Parent-Student Handbook Acknowledgement

By clicking in the "YES" box below, I certify that I have read and understood the contents of the "2018-2019 TASA Parent-Student Handbook" and that have reviewed these policies with my children.

The "2018-2019 TASA Parent-Student Handbook" can be accessed via the link on the Admissions Process page.

Typing my name below will serve as my signature to certify my agreement to abide by the policies of the "2018-2019 TASA Parent-Student Handbook".

YES ___

Signature _____   Date _____

1. TASA Student, Parent and Faculty Use of Social Media

First and foremost, students and parents are encouraged to always exercise the utmost caution when participating in any form of social media or online communications, both within the TASA community and beyond.

TASA parents, students and faculty are part of the TASA community and as such are expected to support and be ambassadors of the school community.

TASA students, parents, and faculty who participate in online interactions must remember that their posts reflect on the entire Shmuel Bass Torah Academy community and, as such, are subject to the same behavioral standards set forth in the Parent and Student Handbook. Online behavior is subject to the same ethical and Halachic standards as all public and interpersonal interactions.

In addition to the regulations found in the Student Handbook, students, parents, and faculty are expected to abide by the following:

- *To protect the privacy of TASA students and faculty, students and parents may not, under any circumstances, create digital video recordings of TASA community members either on campus or at off-campus TASA events for online publication or distribution.*
- *TASA community members may not use social media sites to publish disparaging or harassing remarks about TASA community members.*
- *Students and parents who choose to post editorial content to websites or other forms of online media must ensure that their submission does not reflect poorly upon the school.*

Failure to abide by this Policy, as with other policies at TASA, may result in disciplinary action as described in the Student Handbook, or as determined by the administration.

Typing my name below will serve as my signature to certify my agreement to abide by TASA's Social Media policies.

Signature _____   Date _____

2. TASA Acceptable Technology Use Policy

Judaism teaches us that everything created and invented throughout the centuries, is to be used in our service of G-d and to better our world. In the last decades, the advent of computers, internet, smartphones, and tablets have completely revolutionized our lives, workplaces, education, medicine and so much more. TASA, equipped with a computer lab, tablets and more, encourages our students to use all these wonderful instruments and technologies to further their education and growth as modern Jews living in the 21st century. Along with great accessibility and the potential for great things, there is also great possibility for abuse and improper use. For this reason, our school has adopted a policy for Technology Acceptable Use.

This Acceptable Use Policy (AUP) outlines the proper use of TASA's technology systems and serves as a contract between student and parent/guardian and the School.

TASA's technology system equipment and all user accounts are the property of the School.
The technology system is intended for the exclusive use of its registered users for educational purposes. These users are responsible for their passwords and accounts.

TASA's administration reserves the right to monitor and access any digital activity, including users' accounts and data, and will remove information which is unlawful, obscene, pornographic, abusive, harassing, bullying or otherwise in violation of this agreement. Inappropriate use of the technology system may result in suspension of privileges, disciplinary action, and/or referral to legal authorities.

User Account

It is expected that users of TASA's computer system will:

1) Communicate electronically with teachers and students using a "@torahacademysa.com" email account.
2) Keep accounts and passwords private
3) Follow proper "*netiquette*"
          i) Be polite, use appropriate language, and refrain from transmitting obscene material
               ii) Do not reveal personal information
               iii) Do not access, modify or destroy data of another user
               iv) Do not vandalize school technology, reconfigure the system, change preferences or settings, or maliciously use technology resources Email and Social Media.

While on campus only school related communications are permitted. @torahacademysa.com emails may only be used for school related communications.
At all times, on any site or app, follow all netiquette and digital citizen guidelines, as listed in this document.

TASA Network

It is expected that users of TASA's network system will:
1) Obtain approval from the technology department before connecting a personal electronic device to the network or wireless hotspot (memory sticks are OK)
2) Refrain from using the School's assets:
          i) For commercial purposes
          ii) To stream video (e.g., YouTube or Hulu) or music unless approved by a teacher for use within an educational context
          iii) To play computer games and simulations
          iv) To download and/or install software applications

3) Keep attachments with email to a reasonable size and format to accommodate the recipient's system.

23 Cell Phone Policy For the safety of our students, TASA policy prohibits the use of cell phones or any personal device that can make phone calls, text or access Wi-Fi, on campus during school hours. This excludes computer laptops or tablets intended for academic purposes. Students who need to contact home for any reason should visit the school office to ask for permission to call home from the office phone.

Students found to be using their cell phones during school hours will be required to check-in their phone at reception upon arrival, and collect it from reception at dismissal every day for a one-week period.

Digital Citizenship Expectations

The TASA has expectations of student behavior. Students are expected to behave with self-discipline, and to be positive and contributing members of the classroom and broader school community. This expectation extends to the digital world, both on campus and off-campus.

The following activities are considered inappropriate behavior and may incur disciplinary actions: 1) Using information and communication technologies inappropriately (e.g., cyber bullying, sexting, personal attacks, or harassment)
2) Intercepting, reading, deleting, copying or altering another person's email, information or files
3) Impersonating or misrepresenting another user
4) Attempting to gain unauthorized access to other devices, network equipment or firewall systems
5) Violating U.S. or state laws, transmitting threatening material, spreading computer viruses, participating in software piracy, gambling, violating copyright laws, or participating in the sale or purchase of drugs or alcohol TASA assumes no responsibility for: Any financial obligations arising out of unauthorized use of the system Any cost, liability or damages caused by a user's violation of these guidelines Any

information or materials that are transferred through the network The reliability of the data connection. TASA shall not be liable for any loss or corruption of data resulting while using the network. A student's illegal distribution (pirating) of software Enforcement of the Policy TASA reserves the right to make the final decision regarding whether a student has violated this Policy, and the proper disciplinary action (such as loss of privileges, account closure and/or referral to legal authorities). Student discipline may

involve actions up to and including suspension and/or expulsion. Violations of the AUP, which are also violations of law, may be referred to appropriate local, state or federal law enforcement officials for prosecution. The School will cooperate fully with the local, state and federal officials in any related investigation.

Chromebook Guidelines

Chromebooks are an important educational tool at TASA. The guidelines in this document will insure that the Chromebook is a useful tool for everyone. School Admin, teachers, school staff, and parents are collectively responsible for directing what and how students use Chromebooks for educational purposes.

I have read, understand and agreed to abide by TASA's use of technology policies.

Signature _____   Date _____

3. TASA Photo Release Form

Typing my name below will serve as my signature to certify my agreement to give consent for TASA to photograph my child for school purposes and/or at school events. I hereby consent to the use of photographs/videotape taken during the course of the school year for publicity, promotional and/or educational purposes (including publications, presentation or broadcast via newspaper, internet or other media sources). I do this with full knowledge and consent and waive all claims for compensation for use or for damages.

Signature: _____   Date: _____

4. Contact information release

The TASA family is a small community and we want to be able to share and communicate with each other. To this end we want to compile and publish a printed TASA address book to be distributed to TASA families who wish to be in communication with each other. We are sensitive to your privacy concerns and will only share the contact information you approve of and have inputted below:

Family name _____   Phone number _____

Cell/texting number _____   Email address _____

Physical address _____