

Dear Parent/Guardian,

Below is information that is being sent out to all 7th and 8th grade students. In addition to this being sent to all students via their laptops, it is also being referred to during morning and afternoon announcements. Students need to know that we will be checking their laptops randomly after vacation and enforcing the rules of use.

Parents are encouraged to check their student's use of the laptop when it is home. Additionally, there is a separate login account for parents that allows you to set controls for your student's use. Please contact the school for details and the necessary password.

If you have any questions or concerns, please contact our main office to speak with Kathryn Germani or Carrie Stilphen.

Laptop Reminder

There have been several incidents involving MLTI laptops that have made teachers, parents and school administrators question whether they should be taken home by students. We need to demonstrate that students at Mahoney are using the laptops appropriately. In order to do so, we will be checking laptops randomly each day for these problems:

1. Erased Internet history. Erasing your history makes it look as though you have something to hide. **Do not erase your Internet history.**
2. More Internet history of games and YouTube visits than of school related use.
3. Downloaded programs not connected with school. **Skype is not to be on your laptop.**
4. Downloaded games.
5. Inappropriate pictures of any kind. Images from the Internet, exchanged through email, or taken in Photobooth or by your own camera that show illegal activity or nudity do not belong on your laptop.
6. DVD's in the DVD drive.

If any of these are found on your machine, you will be disciplined through office detention and lose your take-home privileges.

Please remember that the laptop you are using is not your own and must be used for educational purposes.

Finally, remember that you are responsible for the condition of the laptop assigned to you. Do not have liquids near the machine - even water - and always handle it carefully including when it is in the case. Do not stack anything on top of the laptop even when in the case.