



RRHS Library Computer Lab Policy

- 1. Students must have permission to use the computer lab.**
- 2. Students must have a signed internet agreement on file to access the internet.**
- 3. Users must comply with the terms of the internet agreement. Do not visit inappropriate sites!**
- 4. Do not change default settings.**
- 5. Do not print without teacher permission. Students will be charged 10 cents a page for unauthorized copies.**
- 6. No food or drinks (except water) are allowed in the computer lab.**
- 7. Always log off the computer when you are finished.**
- 8. Students are expected to be on their best behavior in the computer lab. Follow all school rules and treat everyone and everything with respect!**
- 9. Breaking rules may result in students losing computer lab privileges.**
- 10. Teachers must closely monitor all students and enforce computer lab rules.**
- 11. Teachers are responsible for maintaining an orderly educational environment, protecting equipment and keeping the computer lab neat.**
- 12. Users should report any issues immediately to library staff.**