Monroe County Christian School
Acceptable Use of Technology Policy

Introduction

MCCS recognizes the various ways, both positive and negative, that students and personnel can use technology both in school and at home. Our school seeks to educate 21st Century learners through 21st Century teaching. Our objective is to fully prepare students to use the resources available in ethical, constructive, productive and intelligent ways as Christian citizens in a global community.

As a community of faith that embraces technology, we recognize the following:

❖ Words transmitted using the Internet and related technologies are published materials, available for World wide access, and are public documents

❖ The values of dignity and respect for every person apply to all of our interactions with each other, be they in person or by virtual means

❖ Using technology to publish opinions which are obscene, work against the values of dignity and respect of each person, or bring harm to the individual as well as to our school community are contrary to the mission of each of the schools

MCCSS discourages students and personnel from using technology in irresponsible ways both at school and at home and will hold all users responsible for their published words. Students and personnel who use technology in ways that are contrary to our mission will face disciplinary action, up to and including expulsion/dismissal.

Code of Conduct

MCCS Students and any family member accessing a school Google account are expected to model a code of conduct reflecting the school philosophy of MCCS at all times.

This includes all school events and activities, and extends beyond the physical boundaries of the school. The school's jurisdiction with respect to conduct includes:

❖ At all times when the student is on school grounds

❖ At all times during the school day, both off and on school grounds

❖ At all officially sanctioned school-sponsored events

❖ Outside of the school day when the student's behavior reflects upon the school.

❖ When the student is engaged online using the school device, school email, interacting with other MCCS students online, or posting words/images online through school related platforms--home or at school.

Note: The school retains the right to discipline students for their actions, regardless of when or where they occur, when those actions negatively impact the school's image, reputation, and/or the safety and well-being of the school community. This covers inappropriate behavior in cyberspace including but not limited to messages, chat room commentary, comments/pictures, postings on social networking sites, blogs, wikis, gaming chats, digital transmissions and other technology related activity. MCCS

will not request or require a student to provide a password to access a student's account or profile on social media. If, however, sufficient evidence suggests that the student's social network account violates school policy, an investigation may be conducted that requires the student to cooperate and share questionable content with school administration.

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Adapted from NCEA's From the Chalkboard to the Chatroom.

As a school technology user, I agree to follow the rules and code of ethics in all of my work with technology while attending Monroe County Christian School.

*I recognize that the work of all users is valuable; therefore, I will protect the privacy of others by not trying to learn their password; I will not copy, change, read, or use files from another user without prior permission from that user; I will not attempt to gain unauthorized access to system programs for computer equipment; I will not use computer systems to disturb or harass other computer users or use inappropriate language in my communications.

*I will honor my school's procedures for the storage of information. I realize that after prior notice has been given to me, files may be deleted from the system to protect the integrity of the network or because of space limitations on the computer's hard drive.

*Each student who received Internet access will be instructed in the proper use of the network. The use of the Internet must be in support of education and research consistent with the educational objectives of the school. Students using network or computing resources must comply with the appropriate rules for that network or resource.

*As a user of a network and school device, I will not use bulletin boards or chat lines for personal use. In addition, I will not reveal my personal information, home address, or personal phone number or those of students, teachers, or other staff members. Transmission of any material in violation of any U.S. or state regulation is prohibited. This includes, but is not limited to: copyrighted material, threatening or obscene material, or material protected by trade secrets. The use of school computers and networking resources for commercial activities is not permitted. Their use for product advertisement or political lobbying is also prohibited.

*Parents must realize that their students may encounter material online that they do not consider appropriate (vulgar jokes, statements of belief that some might consider immoral, etc.). Every effort is made to curtail this by a managed network with advanced filtering in place. However, the student is responsible for not pursuing any material that could be considered offensive.

*The use of technology is a privilege, not a right, and inappropriate use will result in the temporary suspension of take home privileges. Vandalism or intentional modification of system settings will result in cancellation of privileges and/or school disciplinary action. The school reserves the right to seek financial restitution for any damage caused by a student or other user. The system administrators will deem what is inappropriate use, and their decision is final. The administration, faculty, and staff of the school may request that the system administrator deny, revoke, or suspend specific user privileges. Violations of the rules and code of ethics described above will be dealt with seriously. Any student suspended from school may not take a Chromebook home during the term of the suspension. Cyber-bullying, cyber-harassment, and cyber-stalking are forms of bullying that utilize electronic means including, but not limited to email, texting, inappropriate images, posting,

and instant messaging. These forms of harassment are taken seriously and are prohibited.

*Students, personnel and parents may not take or transmit images that violate the Responsible Use Policy. Taking pictures, videos, or recordings without a person's knowledge is a violation. The transmission, display, and sharing of inappropriate images is subject to disciplinary and legal action.

Acceptable Use of Technology Policy-Signature Confirmation

Before signing this form, read and review all of the information above.

1. As the parent or legal guardian of the minor student signing above, I grant permission for my son or daughter to access networked computer services such as electronic mail (older students) and the Internet. I understand that individuals and families may be held liable for violations of all provisions contained within the policy. I also understand that the Acceptable Use of Technology Policy applies if I am a user of school technology.

2. I/We have read and agree to comply with the terms of this policy governing the use of the school's computer resources and the responsible use of all telecommunications at school, home, and work - communicating over the network in a responsible fashion while honoring all relevant laws, policies, regulations, and restrictions.

3. I/We understand that a violation of this policy may result in a loss of access as well as other disciplinary actions.

Parent/Guardian Signature:

Date: