



## 2019-20 Acceptable Use Policy and Agreement (KP-8)

### **Introduction:**

Volga Christian School's Mission Statement is: To enable students to honor God by integrating Christian faith, learning and living through a Christ centered quality education.

Volga Christian School offers access to and use of its intra-school network as well as the internet. These connections are offered to provide additional educational resources and communication for students and teachers. In accordance with our schools mission statement, as noted above, Volga Christian School will seek to offer safety and guidelines in which the students and staff members (the Users) can learn more about God's world and can become better equipped to advance His kingdom.

The use of the networks and Internet is a privilege. If the User does not comply with the rules and guidelines set out before him/her, he/she will lose his/her privilege to use these connections. If the User intentionally or unintentionally does damage to equipment, software, or other user's data, the User could lose computer privileges and be subject to school discipline.

### **Summary of the Network and Internet Rules:**

When using the Volga Christian School network and/or its connection to the Internet, the User must accept the responsibility to use it in a proper, ethical, and legal way. The following guidelines apply to the use of the VCS Network and/or Internet, including both school-owned hardware/equipment/devices and items brought on-site by Users. This list is not exhaustive and Volga Christian School reserves the right to modify and amend the list as seen necessary.

- An adult supervisor must be in the room when the Internet is being used or written permission must be given for a student to be using these connections without direct supervision
- Logging onto or using inappropriate web sites is strictly prohibited. Volga Christian School's computers, network, and internet connection shall not be used to view, download, upload, forward, print, copy or file any inappropriate content.
- Each User has the responsibility to report offensive material to his/her Supervisor. Attention should not be drawn to this offensive material, subjecting others to its influence.
- Each User/student must have a personal account with a password. The use of another person's account is not allowed.
- All rules and policies in place at Volga Christian School regarding honesty, courtesy, and integrity will apply; all rules which apply to physical classrooms will also apply to online environments (examples include: bullying/cyber-bullying, harassment, use of inappropriate language, sharing of personal information, etc.).
- Students will not install any software or attempt to alter or modify software configuration of the school's computers. Downloading or installing games and music files is prohibited.
- Abusive, vulgar communication is not to be used.
- Users under the age of 18 are prohibited from posting or providing personal student information in electronic format. This includes, but is not limited to, name, age, gender, home address, school address, phone number(s), and password(s). Users are prohibited from using other Users' personal information and/or photos in electronic format, including the prohibited use of "tags" on photos. Users are not allowed to use the Volga Christian School logo and/or school-related photos of employees or volunteers without prior permission; this includes the prohibited use of these items on personal social networking sites.
- All communication, pictures and graphics are the property of the author and may be used only with permission in accordance with specific copyright laws.
- Students will not be allowed to use personal e-mail, instant messaging, or social networking sites such as, but not limited to, Facebook.

- Students in grades K-8 will receive lessons on internet safety, digital citizenship, and cyber-bullying. These lessons will be given through computer class lessons integrated into the curriculum, and indirectly through teacher guidance in each classroom that utilizes digital content as a resource.
- Staff members will receive annual training on internet safety, digital citizenship, and cyber-bullying in order to maximize their level of awareness of state and federal guidelines, as well as inappropriate student activity to be alert to.

Discipline actions for infractions and misuse of Volga Christian School’s network, internet connection, software, and/or hardware will include one or more of the following:

- Temporary or permanent loss of privileges for use of these items
  - Account restrictions including increased filtering or time use restrictions
  - In-school suspension
  - Community Service
  - Legal action, if necessary
- Volga Christian School reserves the right to respond to each infraction on an individual basis, taking into account the severity of the infraction, the intentions behind the infraction, and the history of the offender.

### Filtering and Monitoring Rights

Volga Christian School will use hardware and/or software to block and filter, to the extent which it is possible, access to harmful, vulgar, obscene, pornographic, or unethical websites and images. Volga Christian School will also use hardware and/or software when possible to block and filter websites that are deemed to be “non-learning: and may interfere with and distract form the learning environment which Volga Christian School is trying to maintain.

Volga Christian School reserves the right to monitor all online and network activities by the Users (staff and students included). This access includes the right to review, copy, store or delete any electronic communications or files and to share them with authoritative personnel as seen necessary.

### Parent/Legal Guardian

As the parent or legal guardian of this/these student/s, I have read the Acceptable Use Policy and Agreement. I understand that access to the Volga Christian School’s hardware, network, and internet connection are for educational purposes. I agree to the guidelines and rules spelled out in this document and I hereby give Volga Christian School permission to issue an account to my child/ren.

Parent or Legal Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

I **DO/NOT** (circle one) wish for my child/ren to have access to Volga Christian School’s internet connection. In stating so I understand that this may interfere with access to information, resources, and the ability for my child to easily complete projects/assignments given by teachers of the Volga Christian School.

Parent or Legal Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

I have read, understand and agree to follow the Acceptable Use Policy and Agreement. I further understand the Discipline Actions as written in this document.

Student Name (please print) \_\_\_\_\_ Grade \_\_\_\_\_  
 Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Name (please print) \_\_\_\_\_ Grade \_\_\_\_\_  
 Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Name (please print) \_\_\_\_\_ Grade \_\_\_\_\_  
 Student Signature \_\_\_\_\_ Date \_\_\_\_\_