



Atlantic Shores Christian School

Student Acceptable Use Acknowledgement for Computers and Mobile Devices

Atlantic Shores believes that all communication, whether it is in the classroom, the Media Center, or online, should reflect our school and our Savior in a positive way. The use of technology for communication and education enhances a student's experience within the classroom and prepares them for their future endeavors. Since learning is an ongoing interaction between students, teachers, administrators, and parents, using technology devices within education can help augment the curriculum while allowing students to better learn and comprehend the material. It is for this reason that ASCS has put into place an Acceptable Use Acknowledgement for Computers and Mobile Devices that are on campus grounds during school hours.

The policies, procedures and information within this document apply to all the technology devices used in school. Teachers and administrators may set additional requirements for use in their classroom.

Students must abide by all school rules as outlined in the Student Handbook and this acknowledgement.

Acceptable Use

The use of technology resources is a privilege, not a right. This acceptable use acknowledgement is provided to make both students and educators aware of the responsibilities associated with efficient, ethical, and lawful use of technology resources. If a student violates any of the User Terms and Conditions named in this acknowledgement, privileges will be terminated, and disciplinary action applied. When applicable, law enforcement agencies may be involved.

Students are responsible for the following:

- Using tech devices in a responsible and ethical manner.
- Knowing how to properly and effectively use their devices.
- Obeying general school rules concerning behavior and communication that apply to computer use.
- Using all technology resources in an appropriate manner so as to not damage school equipment. This "damage" includes, but is not limited to, the loss of data resulting from delays, non-deliveries, mis-deliveries or service interruptions caused by the student's own negligence, errors, or omissions.
- Complying with trademark and copyright laws and all license agreements. Ignorance of the law is not immunity. If you are unsure, ask a teacher or parent.

Students will

- Ensure that devices are charged and ready for use.
- Understand that the teacher is the final authority in the classroom and may ask for a device to be put away if the student is not on task.
- Take good care of any school technology devices (*computers, printers, chromebooks, etc...*) or personal devices while using them.

No electronic devices (laptops, tablets, cell phones, etc...) can be used in the dining commons during lunch.

Device Registration

Students must document all technology devices brought on campus for educational uses and sign this acknowledgement before being allowed to use their devices in the classroom or being given access to the Internet through the school Wi-Fi system.

Internet

Internet access is provided for educational purposes. ASCS's Internet access is filtered; however, there are times when inappropriate material may slip through. The student must maintain a high degree of discretion when accessing the Internet. Internet access is monitored via the filtering system and may be blocked at any time. Streaming audio or video is not permitted, as this limits bandwidth availability and causes delays in Internet access.

Internet Security

All users of our network should expect only limited privacy in the content of data files or record of Internet activities. Routine maintenance and monitoring of these files may lead to discovery that this acknowledgement, our disciplinary code, or the law has been violated.

Network Connectivity

All devices must have cellular and network capabilities **disabled** (turned off) during the instructional day. Students are only allowed to access the school's network with the permission of the technology department and the classroom teacher. If this is done without this permission, the students will face disciplinary actions deemed appropriate by the administration.

Sound, Music, Games, or Apps

Sound must be muted at all times unless permission is obtained from the teacher for instructional purposes.

Games are not allowed to be played on any device during the school day without permission. Apps can be used at the discretion of the teacher. These apps need to be directly related to the curriculum.

Screensavers/Background Photos

Inappropriate media may not be used as a screensaver or background photo.

Presence of guns, weapons, pornographic materials, inappropriate language, alcohol, drug, and gang related symbols or pictures will result in disciplinary actions.

Student Activities Strictly Prohibited During School Hours

Misuse of school information systems is prohibited. Misuse includes, but is not limited to the following:

- Academic dishonesty
 - Forging, fraudulently altering, falsifying, or otherwise misusing information.
 - Illegal installation or transmission of copyrighted materials.
 - Using electronic communications to steal another individual's works, or otherwise misrepresent one's own work.
 - Using electronic communications to fabricate research data.
 - Messaging other students or adults while in the classroom to cheat on class work, quizzes, or exams.
- Any action that violates existing school policy or public law.
- Sending, accessing, uploading, downloading, or distributing offensive, profane, threatening, pornographic, obscene, or sexually explicit materials.
- Internet/Computer Games not sanctioned by teacher.
- Spamming-Sending mass or inappropriate emails.
- Gaining access to other student's accounts, files, and/or data.
- Establishment of a wireless ad-hoc or peer-to-peer network using a device or any other wireless device while on school property is prohibited. This includes but is not limited to using a privately-owned electronic device as a cabled or *wireless hotspot*.
- **No cell phones allowed** during school hours.
- Unauthorized audio or video recording is prohibited Voice, video, and image capture applications **may only be used with prior teacher permission and for a specific instructional purpose**.
- Unauthorized access of school computers, software, information or networks to which the school belongs.

For example:

- Circumventing logon or other security measures.
- Downloading and installing VPN or proxy APPs in the attempt to circumvent the web filter.
- Vandalism (*any malicious attempt to harm or destroy hardware, software or data, including, but not limited to, the uploading or creation of computer viruses or computer programs that can infiltrate computer systems and/or damage software components*) of school equipment will not be allowed.
- Transmission or accessing materials that are obscene, offensive, threatening or otherwise intended to harass or demean recipients.
- Violation of applicable state or federal law will result in criminal prosecution or disciplinary action by the school district.

Liability

The school accepts no responsibility for damage or loss to personal devices, and all devices should remain in student lockers when not being used for educational purposes.

Printing

All printing is to be filtered through the computer lab or the media center.

Violations

Violations of these Guidelines may result in confiscation of the device, suspension, and/or termination of the privilege to bring a device to school.

Violations may also result in appropriate school disciplinary action, up to and including suspension and/or expulsion, and/or legal action.