

Greenbrier Christian Academy

Student Acceptable Use Policy

Overview

Greenbrier Christian Academy (GCA) maintains its computer network to support the school's administrative, business and educational support functions and carry out the GCA mission. Student use of technology resources is intended solely for educational purposes. Depending upon grade level, students may access resources via GCA owned computers, or student owned devices that are allowed network access. This policy applies to all technology used at GCA. **Teachers may set additional policies for their classroom.** For further information, refer to the GCA student handbook.

When using GCA technology resources (e.g. computers or network) all students must:

- Act honestly and responsibly
- Respect the rights of other users
- Comply with all copyright laws, license agreements, and any contractual agreements related to GCA information systems
- Comply with all school rules and applicable laws

Internet

Internet access is provided for educational purposes. GCA's Internet access is highly 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 without prior approval.
- Attempting to bypass the web content filter is a violation of this policy.

Personal Devices

Students may be given access to GCA technology resources via personal devices through specific school policies (e.g. the BYOD policy). All devices used for such purposes must meet the requirements set forth in those policies.

Devices with cellular capabilities are not permitted for use during the school day. In addition:

- Personal laptops and other WiFi devices may be used **ONLY** for instructional purposes; any disruption of instruction, classroom routine, or classroom expectations will result in the loss of computer device privileges including WiFi access where appropriate, and the student will incur any academic penalties
- Greenbrier Christian Academy is not responsible for loss or damage to personal laptop computers or other electronic devices. Students are responsible for devices left in unattended areas, book bags, lockers, automobiles, etc.
- Greenbrier Christian Academy is not responsible for the maintenance or repair of personal laptop computers or devices.
- Audio/video recording of ANY KIND is not permitted without prior approval. (including photos)
- Students should make all effort to avoid even the appearance of academic dishonesty when using the computer device. If warranted, a faculty member may temporarily confiscate a student computer. Disciplinary action will result if cheating occurs.

Passwords

All students who register their personal device will be given a username and password. Access to the Internet will be blocked without this log-in information, and other services may be linked to this log-in. **Do Not Lose It.** *The student is responsible for maintaining the confidentiality of his/her password.*

- The Student will be held responsible for any and all Internet/network usage or activity that originates within or occurs using his/her username and password.
- Passwords may not be shared with others. This would include letting others use the device.

Parents may request the username and password from the IT office.

Prohibited Uses

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

- Any action that violates the guidelines established in the GCA Student Handbook.
- Any non-academic use of technology without prior approval.
- Unauthorized access of computers, software, information or networks to which the School belongs.
- Establishing a wireless or wired network not provided by GCA (e.g. ad-hoc, peer-to-peer, or hotspot) while on school property.
- Taking actions which interfere with the access of others to information systems.
- Unauthorized access of school computers, information or networks to which GCA belongs Including:
 - Circumventing or attempting to circumvent logon or other security measures
 - Using VPN or proxy software to bypass or attempt to bypass the web content filter
- Transmission, creation of, or accessing materials that are obscene, offensive, threatening or otherwise intended to harass or demean others
- Reading other users' information or files, without permission.
- Using another student's device (even with permission of the student)
- Sharing any username or password or using someone else's username or password
- Violating a teacher's classroom policy
- Academic dishonesty

Damage

The cost of repairs for any damage to GCA technology equipment caused by negligence or intentional misuse by the student will be charged to the student's account.

Privacy

Network and Internet access is provided as a tool to facilitate the carrying out of GCA's Mission. GCA reserves the right to monitor, inspect, copy, review, and store at any time and without prior notice any and all usage of the Network and the Internet, including all materials, files, information, software, communications, and other content transmitted, received, or stored in connection with this usage or with services provided by GCA (e.g. e-mail). All such information, content, and files are the property of GCA. You should have no expectation of privacy regarding them.

GCA staff may review files and intercept communications for any reason, including but not limited to maintaining system integrity and ensuring students are using the system consistently with this Policy.

Noncompliance

Your use of the Greenbrier Christian Academy Computer Network is a privilege, not a right. Students who violate the acceptable use policy will receive a warning after the first offense, followed by an in school suspension for subsequent infractions. Continued issue will result in the student losing the privilege of using an EED and incurring any academic penalties associated with this.

Student:

I have read and understand the Greenbrier Christian Academy Computer Network Acceptable Use Policy and will comply with it.

Signature

Date

Printed Name

Parent:

I approve of my student's use of GCA computer and network facilities within the bounds of this Acceptable Use Policy.

Signature

Date