



Acceptable Use Policy for Technology

INTRODUCTION

In its program of Christian education, St. Mark's Lutheran School grants students access to computers and other technology tools through which they have access to an abundance of resources available through the internet. The use of technology is a privilege, not a right. These tools facilitate student learning, assist in conducting research, and enable communication and collaboration with others. Students must agree to act in a responsible, Christian manner when using these tools.

The St. Mark's network uses an internet filter to help prevent and protect students from accessing content that is not safe, educational, or Christ-centered. St. Mark's reserves the right to monitor students' online activities and to access, review, copy, and delete any electronic communication or files and disclose them to others as determined necessary. Students should have no expectation of privacy in their use of computers and the internet at St. Mark's.

STUDENT ACCOUNTS

Students in grades five through eight have accounts for the Web 2.0 services listed below. Account usernames are comprised of the student's last name followed by the first letter of their first name. Passwords are the student's eight digit birthday. These login credentials follow a similar format as local school districts.

- GAFE (Google Apps for Education) – basic word processing, spreadsheet, and presentation tools; each student has 10gb of cloud storage
- Typing Web – website for helping students develop keyboarding skills
- Accelerated Reader – program that motivates and encourages students to grow in their reading ability

GUIDELINES FOR ACCEPTABLE USE OF COMPUTERS/INTERNET

- Students will only use technology in a God-pleasing way. Students will never use technology to harm others.
- Students will show respect for computers and all other forms of technology and take great care when using them. For example, students will carry Chromebooks with two hands.
- Students will not bring food or drink near the computers.
- Students will keep their login credentials safe.
- Students will only access the internet with a teacher's permission and supervision. When using the internet, students will only access websites they have been granted permission to use.
- Students will protect their identities by not sharing personal information over the internet such as first and last name, address, phone number, email address, etc.
- Students will not use social media (email, Facebook, Twitter, etc.) unless special permission has been granted by a teacher.
- Students may not communicate with each other via share or collaboration tools such as "shared" Google documents unless specific permission has been granted by a teacher.

CONSEQUENCES FOR MISUSE OF COMPUTERS/INTERNET

- Computer/internet privileges may be conditionally revoked.
- Disciplinary action will be enforced by the principal if determined necessary.

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U.S. LAWS OF WHICH PARENTS SHOULD BE AWARE

- Communications Decency Act (CDA, 1996)
- Child Online Protection Policy Act (COPPA, 1998)
- Children’s Internet Protection Act (CIPA, 2000)
- Family Educational Rights and Privacy Act (FERPA, 1974)

Acceptable Use Policy for Technology Agreement

Please sign the agreement below and return it to your child’s teacher by Friday, August 28.

STUDENT’S NAME _____ GRADE _____

I have read, understand, and agree to abide by the St. Mark’s Acceptable Use Policy for Technology.

STUDENT’S SIGNATURE _____ DATE _____

PARENT’S SIGNATURE _____ DATE _____

