

Student Acceptable Use Policy (1st-8th grades) – Traders Point Christian Academy

TPCA offers computer and Internet access for student use in 1st-8th grades with limited usage in 1st and 2nd grade. This document is the Acceptable Use Policy for students and establishes the guidelines for computer and Internet access. All students using the system must know these policies – those in 3rd-8th grades must sign the attached agreement. A parent or guardian is expected to read through this document with his or her student before signing and returning the agreement.

Educational Purpose: The system has been established for a limited educational purpose. The term "educational purpose" includes classroom activities and supervised high-quality self-discovery activities. It has not been established as a public access service or a public forum. TPCA has the right to place reasonable restrictions on the material you access or post through the system. You are also expected to follow the rules set forth in this AUP, student handbook and the law in the use of our system.

Student Internet Access: Students in 3rd-8th grades may have supervised access to Internet World Wide Web information resources through their classroom, library, or computer lab. Before access can be granted you and your parent must sign an Account Agreement. This agreement must be renewed on an annual basis. The school or your parent can withdraw their approval at any time – if this takes place the student will not be allowed internet access at any time.

Unacceptable Uses – The following uses of the system are considered unacceptable:

1. Personal Information:

You will not post personal contact information about yourself or other people. Personal contact information includes your address, telephone, school address, etc.

2. Inappropriate Material:

You will promptly disclose to your teacher or other school staff any message you receive or any Web Page that is inappropriate or makes you feel uncomfortable. If this is done promptly, without hesitation, you will be free from disciplinary consequences that might come about as a result of accessing inappropriate material.

3. Illegal Activities

You will not attempt to gain unauthorized access to the system or to any other computer system through our system or go beyond your authorized access. This includes attempting to log in through another person's account or access another person's files. These actions are illegal, even if only for the purposes of "browsing". You will not make deliberate attempts to disrupt the computer system or destroy data by spreading computer viruses or by any other means. You will not use the system to engage in any other illegal act, such as arranging for a drug sale or the purchase of alcohol, engaging in criminal gang activity, threatening the safety of person, etc. These actions are illegal.

4. System Security

You are responsible for your individual account and should take all reasonable precautions to prevent others from being able to use your account. Under no conditions should you provide your password to another person. You will immediately notify the Technology Coordinator if you have identified a possible security problem. Do not go looking for security problems – this will be construed as an illegal attempt to gain access. You will avoid the inadvertent spread of computer viruses by following TPCA virus protection procedures.

5. Inappropriate Language

Restrictions against Inappropriate Language apply to all areas of computer usage and all materials posted on the TPCA network. You will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language. You will not post information that could cause damage or a danger of disruption. You will not engage in personal attacks, including prejudicial or discriminatory attacks. You will not harass another person (harassment is persistently acting in a manner that distresses or annoys another person). You will not knowingly or recklessly post false or defamatory information about a person or organization.

6. Respecting Resource Limits.

You will use the system only for educational and career development activities. You will not download files unless approved by the Technology Coordinator.

7. Plagiarism and Copyright Infringement

You will not plagiarize works that you find on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were yours. You will honor the rights of copyright owners. Copyright infringement occurs when you inappropriately reproduce a work that is protected by a copyright. This includes, but is not limited to, photographs, clip art, and other graphics. If a work contains language that specifies appropriate use of that work, you should follow the expressed requirements. If you are unsure whether or not you can use a work, you should ask your teacher.

8. Inappropriate Access to Material

You will not use the system to access material that is profane or obscene (pornography), that advocates illegal acts, or that advocates violence or discrimination towards other people (hate literature). If you mistakenly access inappropriate information, you should immediately tell your teacher or another staff member. This will protect you against a claim that you have intentionally violated this Policy.

Your parents should instruct you if there is additional material that they think would be inappropriate for you to access. Your parents must provide these instructions in writing to your homeroom teacher. TPCA will enforce your parent's instruction in this matter.

You may not use the system for commercial purposes. This means you may not offer, provide, or purchase products or services through the system. You may not use the system for political lobbying.

Your Rights

1. Search and Seizure.

You should expect only limited privacy in the contents of your personal files on the system. The situation is similar to the rights you have in the privacy of your locker. Routine maintenance and monitoring of the system could lead to discovery that you have violated this Policy, the student handbook, or the law. Your parents have the right at any time to request to see the contents of your files. An individual search will be conducted if there is reasonable suspicion that you have violated this policy, the student handbook, or the law. The investigation will be reasonable and related to the suspected violation.

2. Investigative Procedures

TPCA will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted through the system. In the event there is a claim that you have violated this policy or student handbook in your use of the system, you will be provided with a written notice of the suspected violation and an opportunity to present an explanation. If the violation also involves a violation of other provisions of the student handbook, it will be handled in a manner described in the student handbook. Additional restrictions may be placed on your use of your Internet account.

3. Limitation of Liability

TPCA makes no guarantee that the functions or the services provided by or through the system will be error-free or without defect. TPCA is not responsible for any damage you may suffer, including but not limited to, loss of data or interruptions of service. TPCA is not responsible for the accuracy or quality of the information obtained through or stored on the system. TPCA will not be responsible for financial obligations arising through the unauthorized use of the system.

Personal Responsibility

The fact that you can do something or think you can do something without being caught does not make it right to do so. As Christians we acknowledge the highest ethical standard – the life pleasing to God. This standard demands priority in thought, speech and actions (Eph. 4:17-5:20, Col. 3:1-17, I Thess. 4:1- 12, I Peter 1:13-2:3). Even if you are not caught, there are always two people who will know whether you have done wrong – God and you. Your use of the Internet can be a mirror that will show you what kind of a person you are. When you are using the system, it may feel like you can more easily break a rule and not get caught. This is not really true because whenever you do something on a network you leave little "electronic footprints," so the odds of getting caught are really about same as they are in the real world.

Student Account Access Agreement

Must be read & signed by both the TPCA student & his/her parent or guardian.

Student Section (must be signed by all students in 3rd-8th grades before access is granted)

Student Name _____ Grade _____

Teacher's Name _____

I have read the Acceptable Use Policy. I agree to follow the rules contained in this Policy. I understand that if I violate the rules my account can be terminated and I may face other disciplinary measures.

Student Signature _____ Date _____

Parent or Guardian Section

I have read the Acceptable Use Policy. I hereby release TPCA, its personnel, and any institutions with which it is affiliated, from any and all claims and damages of any nature arising from my child's use of or inability to use the system, including but not limited to claims that may arise from the unauthorized use of the system to purchase products or services and/or illegal activities.

I will instruct my child regarding any restrictions against accessing material that are in addition to the restrictions set forth in the Acceptable Use Policy. I will emphasize to my child the importance of following the rules for personal safety.

I will provide written instructions to my child's homeroom teacher if I wish to place further restrictions on my child's use of internet resources.

I give permission to issue an account for my child and certify that the information contained in this form is correct.

I approve for my child to access the Internet under supervision within the guidelines listed in the AUP.

I do not approve for my child to access the Internet under supervision within the guidelines listed in the AUP.

Parent Signature _____ Date _____

Parent Name (printed) _____ Phone _____