

Siouxland Christian School
2017-2018 Computer and Internet Policy
Grades Kindergarten – 3rd

Dear Parent or Guardian:

Please read these Computer and Internet Policy guidelines and sign and return to the office the below form if you wish for your student to have internet access at Siouxland Christian School (SCS).

Computers are to be used only for assigned school purposes under the supervision of school personnel. SCS is committed to providing students and staff with a safe, orderly, and productive work environment. Students must adhere to the following:

1. Prior to computer usage all students as well as a parent/guardian must read this SCS Computer and Internet Policy and submit a signed *Computer and Internet Permission Form* to the Principal.
2. Students who violate network policy or who otherwise misuse a computer shall, at the discretion of the Principal, lose access privileges and may be subject to additional disciplinary and/or legal action.
3. All e-mail messages, data files, or other information originating from, received by, or stored on SCS computers are subject to search, just as lockers are subject to search. Laptops, personal computers, hand-held computers, PDA's and cellular phones are subject to the same. Administration may view any communication or data file on SCS premises at any time.
4. Students are not allowed to connect laptops and personal computers to the SCS computer system.
5. School personnel, or an adult designated by school personnel, must be physically present and monitor all student activity whenever students are accessing the internet.
6. Students must get permission from school personnel before downloading or permanently storing any material from the internet on the SCS network.
7. User IDs and passwords are keys to accessing data at SCS. Accordingly, with the exception of authorized school employees, it is against school policy for anyone to disclose any user ID or password, including their own. Students who believe that someone else may have learned their user ID or password are expected to inform a teacher and have their user ID and password changed.
8. Students are not to give out personal information on the internet such as one's name, telephone number, address, etc.
9. The Superintendent is in charge of deciding when and how the SCS name and logo are used. Therefore, nothing should be posted to the internet or sent via electronic communication in the name of SCS without the Superintendent's permission.
10. It is against SCS policy, and may also be in violation of civil or criminal law to transmit threatening, intimidating, or discriminatory communication. Communication that provides private facts about another person without that person's permission, as well as communication intended to harass, intimidate, or annoy another person is also prohibited. SCS has the right to review all materials sent or received at SCS and does so periodically. If a student receives threatening information, he/she is to save the data and report it immediately to a staff member.
11. It is a violation of school policy to utilize SCS's computer facilities in accessing any of the following:
 - a. Chat rooms
 - b. Personal e-mail (unless given permission by a teacher)
 - c. Any site or service that provides for unpaid usage of copyrighted materials such as music, videos, or software
 - d. Any site displaying sexually explicit or pornographic content of any kind
 - e. Any site promoting violence, the use of drugs or alcohol, or any other illegal activity
 - f. On-line games
 - g. Any site promoting multi-level marketing, home-based businesses, or any other money making scheme
 - h. Spam of any kind, chain letters, or other similar communications

Failure to follow any of these guidelines may result in forfeiture of SCS computer privileges and other possible disciplinary action.

Computer and Internet Permission Form
(to be submitted to the SCS office)

I _____ hereby give permission for _____
(Name of Parent/Guardian) (Student's Name)

to access the internet at SCS in accordance with the above guidelines of the SCS Computer and Internet Policy. I have explained the SCS Computer and Internet Policy to my student and he/she agrees to follow all of the guidelines therein. I understand that failure to follow the SCS Computer and Internet Policy guidelines may result in forfeiture of computer privileges at SCS and other possible disciplinary action. We will be responsible to pay for repairs/replacement of any laptop, Chromebook, Smartboard, Smartboard device or clicker, etc. damaged by blatant misuse or lost.

Parent/Guardian Signature: _____ Date: _____