# Technology Acceptable Use Agreement

Introduction:

The mission of Richmond Christian School is to impact the world for Christ through education with superior academics, quality athletics, and advanced Biblical understanding. It is the intent of the School to offer students the opportunity to explore, unfold, understand, and care for God's world. The computers, technology, and Internet available to students offer a vast, diverse, and unique resource in achieving this mission. The technology provided is intended to bring about growth in knowledge, wisdom, and obedience to God. Christian teachers, students, and families must learn to discern the varying worldviews represented on the Internet in all subject areas. Given that some of the material on the Internet is not consistent with the beliefs or educational goals of the School, software safeguards, proper supervision, and careful instruction of students will be the School's priority.

The use of the Internet and other technology resources is a privilege, not a right. Inappropriate use will result in the cancellation of your account and loss of technology privileges. Further disciplinary action may be taken in accordance with the Parent/Student Handbook.

Student Responsibilities:

- Immediately report any inappropriate, harassing or threatening content encountered to the nearest teacher or staff member.
- Immediately notify your teacher or staff member if you encounter inappropriate content.

The following are the guidelines students must follow to maintain their technology privileges:

- Students will abide by the general rules of behavior set forth in the Parent/Student Handbook. All activities should meet the School's standard for conduct and demeanor.
- Students agree to use technology and network resources only under the direct supervision of a faculty or staff member.
- Students will only use the computers provided by the school or approved personal computers. The use of unapproved personal computers on the school's network is prohibited.
- The electronic network is established for a limited educational purpose to include classroom activities and assignments, career development, and limited high-quality self-discovery activities. Students will not use the network for commercial purposes or political lobbying. Using the network to contact an elected representative and to express one's political views is acceptable.
- Students will not post information that could cause damage or danger to anyone. This includes posting written documents, pictures, videos, or sounds. This includes

anything that would intimidate, harm, or invade the privacy of another individual. Personal attacks, including prejudicial or discriminatory acts, harassment, and false or defamatory information about another person are prohibited.

- Students will respect and abide by all security and safeguard measures taken by the School. This includes keeping one's password private. Accessing another individual's account by any means other than a "guest" password, even with their permission, is unacceptable. Changing another student's account is not permitted. Accessing any portion of the School's systems, networks, or software for which you do not have permission is prohibited.
- Students will respect all copyright laws and cite all sources of information.
- Materials published on the Internet are expected to meet the academic standards of the school in terms of proper spelling, grammar, and accuracy of information.
- Students will not attempt to install, uninstall, or modify any of the hardware or software systems. Doing so increases the School's vulnerability to viruses and other forms of malware.
- Students will refrain from uploading or downloading any files, including MP3s and images. Such files can be used to disguise viruses which may harm the school's technology systems.
- All technology and network resources are the property of Richmond Christian School. Upon reasonable suspicion of inappropriate or unlawful conduct, an individual search will be conducted. The search will be reasonable and related to the suspected violation. The School will fully cooperate with local, state, and federal officials in any investigation related to activities on the School network. It is possible that routine maintenance and monitoring of the school network may lead to discovery of a violation.
- Conditions of approval for laptop devices that are brought to the school by students, also commonly referred to as Bring Your Own Device (BYOD).
    - Must by inspected and approved to RCS staff members. Once approved for use a label will be attached. This label cannot be removed, altered or copied.
    - Desktop monitoring software will be installed to ensure proper use and compliance with RCS rules and policies.
    - Microsoft Office Professional Plus software will also be installed. The license for this software will be valid as long as the student is in good standing with the Technology Acceptable Use Agreement.

By signing below, I acknowledge I have read and will comply with the conditions outlined above:

_____  _____  _____  _____
(Parent/Guardian)              (Date)              (Student)                        (Date)