

# **Zion Lutheran School**

## **Acceptable Use Policy for Technology**

“The mission of Zion Lutheran School is to prepare today’s young learners to be tomorrow’s Christian leaders”

Technological resources at Zion Lutheran School (ZLS) are provided for the purpose of supporting the educational experience and mission of the school. These goals include providing resources to promote educational excellence by facilitating creative thinking, resource sharing, research, communication, and enhanced academic performance. Use of these technologies is a privilege that carries responsibilities and behavioral expectations consistent with all school rules and policies, including, but not limited to those stated in the Parent/Student Handbook. All students at Zion Lutheran School and participating in the iPad Initiative must agree to abide by the following rules regarding responsible technology use:

1. Zion Lutheran School students will use all forms of technology in a responsible, ethical, and legal manner at all times both on and off campus.
2. Any viewing, sharing, or transmission of material containing inappropriate content, offensive language, derogatory rumors, gossip, or other content not in keeping with the mission of ZLS is strictly prohibited.
3. Any technology use that could pose a risk of physical or mental harm to anyone is prohibited regardless of whether the ZLS network is utilized.
4. Students should use Internet resources responsibly. Significant controls are in place to reduce the risk that students may come in contact with inappropriate material. All students should be aware that ZLS network activity is monitored.
5. The ZLS network should only be accessed using authorized means. Students should only access the network using equipment specifically assigned to them. Any means of network access not specifically authorized is prohibited.
6. Students should not willfully attempt to bypass network controls and Internet filters. While on the Zion campus, any intentional attempt to connect to the Internet in a way that bypasses the local network in order to circumvent the web filtering system is strictly prohibited.

7. Students will not share their passwords with anyone other than a parent/guardian. Personal information should never be shared without parent/guardian authorization.
8. ZLS may not request or require a student to provide a password or other related account information in order to gain access to the student's account or profile on a social networking website.
9. ZLS may conduct an investigation or require a student to cooperate in an investigation if there is sufficient evidence to suggest the student's social network account violates the school's anti-bullying or similar disciplinary policy; and, the school may require the student to share content in the course of such an investigation.
10. All Zion network activity and technology use is subject to monitoring by school staff. Any student's computer or device may be inspected and confiscated if inappropriate use is suspected.
11. Certain Internet materials may not be copied or reproduced without the express written permission of the author or right holder. It is the student's responsibility to respect and adhere to all copyright, trademark, and other intellectual rights and trade secret laws.
12. Students who are required to use devices for learning will be allowed to take these devices home each day. However, it is the family's responsibility to assume the personal liability or ensure that adequate property insurance coverage is in place to cover theft, loss, or damage to the device regardless of whether a situation takes place in a vehicle, during school or extracurricular activities, or in the home.
13. In order to ensure that the most current technology software is available, students who have devices for instructional use will be required to turn in their devices for software updates periodically throughout the year. These updates are generally scheduled during summer break to prevent disruption of the learning process.
14. The use of email communication on devices is specifically limited to use between students and their teachers and grade level classmates. Instant messaging and other means of social media are prohibited unless a student has express permission from his/her parents and the teacher and only in the event that the media will be used for educational use only.

15. When using technology, Zion strongly encourages students to consider whether or not their communication and actions may be regarded as offensive, hurtful, or otherwise inappropriate by others. It is the responsibility of every student to use technology in a God pleasing manner.

Violations of any portion of this Acceptable Use Policy will be addressed on a case-by case basis