



Technology Acceptable Use Policy

Regional Christian School provides access for students and staff to use state-of-the-art computer technology, electronic mail and the internet. All users must share the responsibility for seeing that our technology facilities are used in an effective, efficient, ethical and lawful manner. It is a privilege to have access to these extraordinary resources and therefore, all users must agree that they will comply with these guidelines.

When using the network:

1. I will follow the rules explained to me by school staff.
2. I will demonstrate appropriate behavior.
3. I will be courteous to others and respect their documents and files.
4. I will use the equipment with care.
5. I will use only the software that my teacher has assigned to me.
6. I will connect only to sites on the internet which have been allowed by the teacher.
7. I understand that the computer systems have been set up for me and may not be changed in any way.
8. I will use only appropriate language, pictures and other data on the computers or network.
9. I will abide by any email instructions given to me by my teacher to protect me and to promote the health of our network.
10. I will follow copyright laws that protect programs, data, books and pictures.
11. I will tell the teacher about problems.
12. I will leave all materials, equipment and parts in the lab or computer area so that the systems will be in good working order for the next year.
13. I will help keep the lab area clean and orderly by recycling unwanted paper, picking up personal items, etc.
14. I will keep all food and liquids away from the computers.
15. I will have a teacher's permission for using the internet, computer or lab.
16. I will use only computers and equipment for which I have been granted permission to use **(office computers contain vital school and church records and are not for student or recreational use unless specific permission has been granted by the Administrator).**

I understand that if I violate these guidelines, my computer and network privileges may be suspended. School discipline and/or appropriate legal action may also be taken against me. This is in accordance with WV State and Mingo County Acceptable Use Policies.

Print full name of student

Student signature

Date

Print full name of parent/guardian

Parent/guardian signature

Date