

Calvary Murrieta Christian Schools

2013/2014 School Year



Acceptable Use Policy for Computer Networks and the Internet

Calvary Murrieta Christian Schools (CMCS) have an exciting opportunity to expand learning access through Internet for students and staff. With this opportunity comes the responsibility for appropriate use. Therefore, we request that you carefully read this document before signing the agreement form. All Calvary Chapel Christian School's accessing the Internet will comply with the CIPA (Child Internet Protection Act).

INTERNET RESOURCES

The Internet is an electronic superhighway connecting thousands of computers all over the world and millions of individual subscribers. Students, teachers, and staff will have access to:

1. Global information and news as well as the opportunity to correspond with other schools
2. Discussion groups on numerous educational topics.
3. Access to many library reference materials (such as Library of Congress, Britannica, Wikipedia, etc)

INTERNET WARNING

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. There may be some material or individual communications, which are not suitable for school-aged children. CMCS views information gathered from the Internet in the same manner as reference materials. Specifically, the school supports resources that will enhance the learning environment with directed guidance from the faculty and staff. However, it is impossible to control all materials on a global network and inappropriate material may inadvertently be viewed.

At school, student access to and use of the Internet will be monitored and controlled by web filtering software as well as under teacher direction and will be monitored as any other classroom activity. CMCS, however, cannot prevent the possibility that some users may access material that is not consistent with the educational mission, goals, and policies of CMCS.

STUDENT LOG ON AND PASSWORD

Upon receipt of a signed AUP, students will be given a logon and password for computer lab usage. Students are not to share their network password with another person. This will protect students from others using their computer accounts in unacceptable ways. Passwords are always changed at the beginning of each school year and other times upon request. Passwords are only used in the Technology Lab.

FLASH DRIVES

Students may bring in USB Flash drives to transfer documents for use at home. Flash drives brought to school with inappropriate content for school will be confiscated and a parent notified for pickup. Both the Guidance Center and Technology Lab have computers with USB connections. Student may not run any programs from their flash drives. A Flash drive is recommended for all students. If students need to print out homework, there is a 5 cent per page, 15 page limit of school related material only.

NETIQUETTE

You are expected to abide by the generally accepted rules of online etiquette.

- Be polite.
- Do not use vulgar or obscene language.
- Do not reveal your address or phone number or those of others.
- Do not delete or manipulate any work which is not your own (i.e. plagiarize materials, edit journalistic articles, change photos or artwork)
- Do not disrupt the network or the data of other users.

The following is a contract that must be signed by each student and their parent or guardian prior to Computer access. Failure to follow this contract will be considered a violation of the Acceptable Use Policy and will result in stated punishment.

As a computer user, I agree to the following rules of the Acceptable Use Policy for the Computer Network and the Internet at CMCS.

I recognize that all computer users have the same rights to use the equipment; therefore,

1. I will not play non-academic games or use the computer resources for non-academic activities when others require the system for academic purposes.

I recognize that software is protected by copyright laws; therefore,

1. I will not make unauthorized copies of software found on school computers by copying them onto my own media or onto other computers through electronic mail or bulletin boards.

2. I will not give, lend, or sell copies of software to others unless I have the written permission of the copyright owner or the original software is clearly identified as shareware or in the public domain (freeware).

3. I will not install any unauthorized software on any school computer system.

I recognize that the work of all users is valuable; therefore,

1. I will protect the privacy of others' areas by not trying to learn their passwords.

2. I will not copy, change, read, or use files in another user's area without that user's permission.

3. I will not attempt to gain unauthorized access to system programs or computer equipment.

4. I will not create or introduce any virus, which may destroy files or disrupt service to other users.
5. I will not download, store, or print any files or messages that are profane, obscene, or that use language that offends or tends to degrade others.
6. I will not share my password with other users.

I recognize that security on any computer system is a high priority; therefore,

1. I will not attempt to bypass the security built into the system, and I recognize that doing so will result in immediate cancellation of my privileges.
2. I will not alter or manipulate grades, transcripts, report cards and/or schedules (whether for myself or others) within the Net Classroom website.

I recognize that vandalism is defined as any malicious attempt to alter, harm or destroy data or any computer hardware; therefore,

1. I will not vandalize any machine or related materials.
2. I will not vandalize any work belonging to any other person.

**EXPLANATION OF CALVARY CHAPEL MURRIETA POLICY
FOR ACCEPTABLE USE OF COMPUTER NETWORKS & AGREEMENT FORM**

The use of the Internet is not a right, but a privilege and inappropriate use will result in a cancellation of that privilege. Each individual who will have access to the Internet will receive information pertaining to the proper use of the network. Any violation of the above rules will result in:

1 st Offense	Loss of all computer privileges for 9 weeks
2 nd Offense	Loss of all computer privileges for 18 weeks
3 rd Offense	Loss of all computer privileges for 36 weeks

In addition, the administration will have the right to add additional punishment as deemed appropriate. The administrator(s) shall cause the termination of individual student access if a student graduates, transfers from the school, drops out of school, or violates the acceptable use policy.

The attached agreement form is to be distributed to all Calvary Chapel Christian School students. A signed agreement form must be on file for each student who wishes to use any computer at CMCS. In order for a student to be allowed access to the Internet, the student must also have the form signed by a parent//guardian. A list of students allowed to use the Internet will be distributed to all teachers.

No signed agreement form:

Student will not have access to the CMCS computer network or system.

Student signature only:

Student will have access to CMCS computer network and agrees to abide by the Acceptable Use Policy.

Student signature plus parent/guardian signature and sponsoring teacher signature:

The student will have access to the CMCS computer network and the Internet. The parent/guardian agrees to take responsibility for his/her child's behavior regarding the use of the CMCS computer network and the Internet. The parent understands that **any** rule that his/her child breaks will result in loss of computer privileges and possible disciplinary action as stipulated above.

Please review, sign, and return this form to CMCS August 23, 2013.

CMCS Acceptable Use Policy Agreement Form

Please sign and return

I, _____, as a student of CMCS, understand and will abide by the Acceptable Use Policy for Computer Networks at CMCS. I further understand that any violation of the regulations above is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be pursued.

Student's Name (Please Print)

Last Name _____ First Name _____

Signature _____ Date _____

Grade _____

PARENT/GUARDIAN - Must be signed for Internet Access

I, the parent/guardian of _____, have read and discussed the above CMCS Acceptance Use Policy for Computer Networks with my child. I understand that this access is designed for educational purposes. CMCS has taken precautions to eliminate controversial material. However, I also recognize that it is impossible to restrict access to all controversial materials, and I will not hold CMCS responsible for materials acquired on the network. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give permission for my child to access the Internet and understand that any infringement of a rule will result in severe consequences.

Parent's/Guardian's Name (please print)

Signature _____

Date _____