

First Academy Elementary, Middle & High School Computer Lab & Internet Usage Policy

This policy is intended to promote responsible and ethical use of the network provided by First Academy. FA students have been provided access to the campus network. All network resources, including student accounts, are the property of First Academy. They are to be used for educational purposes exclusively. Individual users are responsible for the proper use of their accounts, including the protections of their login IDs and passwords. Users are responsible for reporting any activities that they believe are in violation of this policy.

1. Misuse of the Network.

An individual may only use accounts, files, software and computer resources authorized by the teacher. Users may not engage in activities that could compromise the security of the network or the safety of students and/or staff. Violations of this rule include, but are not limited to, the following examples: using accounts not assigned to you, using software to gain control of other computers or accounts, broadcasting messages over the network, saving files anywhere other than their own account or CD, inappropriate content of a sexual nature, deleting or modifying files on the hard drives, excessive printing, using the computer to print gang affiliations, harassing other students or staff, or attempting to introduce software onto the network.

2. Copying Software.

Copying of any software, network or otherwise, is strictly prohibited. It is against the law and is punishable. Students are not to bring personal disks/CDs into the classroom. Personal CDs will be confiscated. Any CDs required for the classroom will be provided by First Academy.

3. Software Privacy and Vandalism.

Students will not access, read, delete, or tamper with any file that is not his or hers.

4. Care of Equipment.

Students are responsible for proper care and maintenance of computer equipment and peripherals. Students are also responsible for immediately reporting any problems with the equipment. Students are not allowed to alter or reconfigure hardware (including the computer screen's desktop or screen saver) without teacher permission.

5. Food and Drinks.

No food or drinks are allowed in the computer lab at any time.

6. Internet Guidelines.

First Academy has restricted the use of the Internet to specific Websites both in the computer lab and in the library. A student must always receive permission to use the Internet and have a specific reason to use the Internet. Any information (text or pictures) must be placed in the student directory, not on the hard drive. No software (games, programs, etc.) may be downloaded from the Internet. Students should never give out personal information (phone number, address, etc.) on the Internet. Students will not have access to chat rooms or personal e-mail accounts at school. Any site that is visited should have educational value.

7. Passwords

Your password will be given to you upon receipt of this signed agreement. Passwords are for your use only and are not to be shared with anyone else. You will not have to change passwords during the year. This password is for the entire year. That being the case, please keep it safe and secure.

First Academy has done everything possible to restrict the entry into and use of Websites that are inappropriate; (i.e., chat rooms, MySpace) and other sites that are not required for educational growth.

Reasonable suspicion of a violation of the principles or practices described in this policy will result in disciplinary action, which may include the loss of network privileges. Also, students must understand that the Internet is an important source but, that in the school environment, it must be controlled by the teacher. Any use considered inappropriate by the teacher will result in cancellation of all Internet privileges for the semester or school year. If necessary, a discipline referral will be filed.

Student Signature

Date

Parent Signature

Date