

Technology and Internet Acceptable Usage Policy

Technology courses will be offered as electives. Technology for the sake of technology provides no advantage to our students and can often be distracting. One of the biggest problems facing our society and schools is the use of technology as a crutch. When the focus is more on the technology than the subject being studied, the technology has failed at its intended purpose. There are many valuable educational technology tools available, and we intend to make use of those that truly provide a benefit to our students.

All students must, however, demonstrate proficiency in the use of computers and applications before graduation. Students will learn about technological innovation while gaining relevant computer skills. Technology is taught as an expression of human ingenuity. Its influence on human culture will also be considered.

<http://www.pbs.org/wgbh/pages/frontline/digitalnation/view/>

Loveland Classical Schools recognize the importance of the network and Internet access as a valuable resource in the educating of today's youth. We also recognize the need of supervision to protect our students. It is our goal to provide these services in as safe an environment as possible. It is understood that this access is a privilege, not a right, and all students and staff are expected to practice proper and ethical use of these systems. The use of these systems is monitored and subject to administrative review at any time. It is intended that these resources will be used to pursue intellectual activities in support of research and education. Loveland Classical Schools do not assume responsibility for system failures that could result in the loss of data.

User Accounts

Access to the network requires the granting of a user account. The following criteria will govern the granting of an account:

User accounts will not be granted to Kindergarten students.

User accounts for the Internet for 1st –12th grade students may be granted for classroom or research purposes only.

Student Acceptable Internet, Network & Email Use Agreement

The purpose of this agreement is to ensure that the use of Internet, email, network resources, and digital content at Loveland Classical Schools is consistent with the school's mission, goals, and objectives.

The school requires all users to read, sign, and agree to the terms of the following Acceptable Use Policy (AUP). Student use of school technology resources accessed from off campus and use of personal technology devices while on or near school campus, in school vehicles, and at school-sponsored activities, shall also adhere to the terms of this agreement.

Loveland Classical Schools reserves the right to modify terms and conditions at any time. The latest version is available from the school's website at www.lovelandclassical.org. Please read this document carefully before signing.

Telecommunications and networked services have significantly expanded the informational and instructional resources available to schools "and individual students". Access to these resources will enable students to expand their learning horizons as they explore thousands of libraries and databases while exchanging information with other users across the globe. Providing students with opportunities to develop skills to effectively locate, evaluate, and ethically use such resources is fundamental in the preparation of contributing citizens and future employees. The goal of Loveland Classical Schools in providing these services is to promote educational excellence and to facilitate resource sharing, innovation and communication. In addition, the system will be used to improve school communication, enhance productivity, and assist students in upgrading their skills. The system will also assist the school in sharing information with the local community, including parents, social service agencies, government agencies, and businesses.

The access and resources available are to be used for educational purposes only. With access to information and people all over the world comes the possibility of accessing material that may not be considered to be of educational value in the context of the school setting. The school has taken precautions to restrict access to inappropriate or offensive materials. OpenDNS content filtering and locally managed firewall systems are in use that meets CIPA (Children's Internet Protection Act) mandates, but it is impossible to control the quality of all materials that might be accessed. We firmly believe that the value of information and interaction available through the network far outweighs the possibility that users may encounter material that is not consistent with the educational goals of the school.

Internet access is coordinated through a complex association of government agencies and regional and state networks. Smooth operation of this network depends on the proper conduct of the users. In general, such conduct involves efficient, ethical and legal utilization of the network resources. This document contains guidelines to make you aware of the responsibilities expected of you as a Loveland Classical School Internet/network/email user. If you violate any of these provisions, your account will be terminated. Depending on the nature of the violation, you may also be denied access to the Internet/network/email and/or be subject to other disciplinary or legal action.

All portable network devices (i.e. iPod Touch, iPad etc.) are the property of Loveland Classical Schools and will be used under direct teacher/classroom coordinator supervision for instructional purposes only. Personal Internet devices or cell phones must be turned off during

school hours. If a student brings such a device, it must be stowed for the entirety of the school day or turned in to the front desk for safekeeping. Students found in violation of this policy will be required to surrender the mobile device to the teacher/administrator and a parent will be asked to meet with the student and Principal at the end of day.

Students who need to make phone calls during the school day may use a courtesy phone located in the front office.

For the sake of this document a computer is considered any device that is capable of connecting to a network or the Internet.

The signatures at the end of this document are legally binding and indicate the parties who signed it have read the terms and conditions carefully and understand their significance.

Internet/Network/Email - Terms and Conditions of Use

1. Students are responsible for good behavior on the school's computer networks and email accounts, just as they are in a classroom or on a school campus. General rules and policies for behavior and communications in the school apply.
2. Users are subject to all local, state and federal laws. Illegal activities are strictly forbidden.
3. The network and email accounts are provided for students to conduct research and communicate with others. They are to be used for educational and other school related uses only. Access is a privilege - not a right, and is given to students who agree to act in a considerate and responsible manner. Access entails responsibility. Inappropriate use will result in a suspension or cancellation of privileges and may also result in other penalties. Authorized personnel may close an account at any time as warranted. The administration, faculty and staff may also request authorized personnel to deny, revoke, or suspend specific user accounts.
4. Use email etiquette and to conduct themselves in a responsible, ethical, and polite manner while utilizing network and email resources. These rules include, but are not limited to, the following:
 - a. Be polite. Do not send abusive messages to others.
 - b. Use appropriate language. Do not use obscene, profane, lewd, vulgar, disrespectful, threatening or inflammatory language or swear, use vulgarities or any other inappropriate language. Harassment and personal attacks, including the use of prejudicial, discriminatory, racist or sexist language, are prohibited.
 - c. Do not reveal personal information such as name, age, addresses, telephone numbers, or location, and do not reveal such information about others, except in school staff approved protected situations. We encourage the responsible use of an online user identity.
 - d. Do not repost or forward personal communications without the sender's consent.
 - e. Do not use the network or email messages in a way that disrupts the use of the

network by others. Abuse of resources is prohibited, such as the sending of annoying or unnecessary messages to a large number of people or other functions that might restrict or interrupt data flow.

5. Users are not permitted to use computing resources for personal gain or commercial purposes, including advertising or purchasing products or services, political lobbying or campaigning, promoting personal or religious ideas or causes, or inciting action by others.
6. Users are not permitted to transmit, receive, submit or publish any defamatory, prejudicial, discriminatory, abusive, obscene, profane, sexually oriented, threatening, offensive or illegal material. Students should not knowingly transmit, submit or publish inaccurate material. Students should notify school officials of any known infractions.
7. Any attempt to harm, alter, or destroy data of another user or any data on the network or related systems or agencies is prohibited. This includes, but is not limited to, the uploading, emailing or creation of computer viruses.
8. Damaging or altering computer systems or related hardware is prohibited. This can include installing or removing software/hardware without authorization. Electronic tampering with computer resources is not permitted. Gaining or attempting to gain unauthorized access to computers, networks, email accounts, files or data may result in cancellation of privileges and/or further disciplinary and/or legal action.
9. Users must comply with all licensing and copyright laws. This includes the use of audio/video/graphics/software/text as well as the use of media distribution systems such as SAFARI, ETR, and CCT V. Copyright guidelines are available in the library media center; misuse or plagiarism in any form will not be tolerated.
10. Security on any network system is a high priority, especially when the words, using someone else's password, or impersonating other users on the network, Internet or email system. If you think you can identify any security problem on the school's computers or networks, you must notify authorized personnel or a school official. Do not demonstrate the problem to others. Security infractions may result in cancellation of privileges and/or further disciplinary action.
11. Loveland Classical School makes no warranties of any kind, whether expressed or implied, for the service it is providing. We assume no responsibility or liability for any charges, costs or fees, nor for any damages that a user may suffer. This includes loss of data resulting from delays, non-deliveries, or service interruptions caused by accident, errors or omissions. Use of any information obtained via the Internet, network or email accounts is at your own risk. The school specifically denies any responsibility for the accuracy or quality of information obtained through its services.
12. Although electronic communication and information is generally treated as private property, users on the school network do not have personal rights of privacy in anything they create, receive, send, or store on or through the network, on school computer systems, or through school provided email accounts. Authorized personnel (which may include a student's parents or legal guardians) may review files and documents to maintain system integrity and ensure that users are using the system responsibly. The Executive Director of Education or designee also may review files, documents, email, or communication forums. Documents, files or emails related to or in support of illegal

activities may be reported to the authorities.

13. Web pages placed on the school network and/or Web server must be reviewed by authorized personnel to ensure that they adhere to the student code of conduct. Unauthorized access to and/or altering of web sites may result in disciplinary and/or legal action.
14. Users are not permitted to use Internet chat rooms or instant messaging because of the potential danger to users and to network security. To protect student and system privacy and safety, it is a violation for anyone to directly access an Internet chat room through any school computer unless specifically assigned by a teacher. Should anyone unintentionally enter a chat room site or encounter inappropriate content, he/she must immediately disconnect from that site and report the information to a teacher. Use of specific instructional Internet or network conferences through lovelandclassical.org or other closed, teacher-monitored environments are permitted.
15. Student participation in non-teacher initiated and moderated instructional use of blogs, wikis, social networks, games or other interactive electronic environments is prohibited.
16. Any violation of this policy will result in serious consequences which may include loss of computer privileges up to one year, dismissal from computer related classes, loss of all Internet/network and/or email access, a temporary ban from computer labs, loss of iPod/iPad use, and/or other consequences imposed by school policies and/or local, state or federal law, where applicable.

Facebook/Twitter/Social Media Policy

In order to minimize potential inappropriate activities, students and parents are strongly discouraged from connecting (“friending,” “liking,” or “following”) with LCS faculty, board members and staff on Facebook, Twitter, MySpace, or any other social media site. Any legitimate connections are governed under the Cyber-Bullying, Acceptable Internet Conduct Policy, and each Acceptable Use policy of the social media site. If a staff member or student is found to violate any of these policies, their actions will be brought up under the LCS Discipline Policy, and/or the appropriate Acceptable Use policy of the social media site. If criminal activity is involved, appropriate reporting to law enforcement agencies will be followed.

Parents, students, board members and teachers are encouraged to utilize the LCS Facebook page to stay up-to-date on events, news, and activities.

LCS Policy Adopted: July 18, 2011

Amended: August 9, 2012

Revised: December 15, 2016

Cross reference: JS-E, Student Acceptable Internet, Network and Email Use Agreement