

Greer Middle College Charter High School

Student Technology Policy

Computer technology can be used as an aid to the educational process and classroom instruction. GMCCHS provides and utilizes desktops, laptops and applicable software to deliver instruction and enhance learning. Students will learn basic computer skills, conduct research, practice effective communication and complete classroom assignments using technology resources.

Computer access is a privilege - not a right.

Parents have the right to withdraw their student's access at any time by contacting the school in writing.

PURPOSE: The technology provided is intended for education, not entertainment. Access to all programs, files, data and systems is at the discretion of the staff and faculty and may be altered at any time.

TECHNOLOGY EQUIPMENT: All technology equipment provided is the property of GMCCHS. Students should respect school property and handle it accordingly. Resources should be utilized for their intended purpose as directed by school staff. Any students found to use the equipment in an improper manner, including, but not limited to, destruction of property or use that does not coincide with an academic assignment may have their use of the equipment revoked by an administrator or faculty or staff member.

INTERNET: Internet use is often encouraged as an aid to other learning methods. The Internet offers a wealth of information as well as an opportunity for abuse and exposure to risky/inappropriate material. GMCCHS provides category-based internet filtering software that runs on all of its computers. However, no internet filtering software is fool-proof and students must abide by the appropriate standards set forth by the faculty and staff of GMCCHS. Any students caught visiting inappropriate or forbidden sites may have their Internet access blocked by the Technology Administrator.

PRIVACY: Users should not expect that files stored and/or used with technology resources will be private. Electronic communication, files/folders, media and any other data are subject to review and examination by the school personnel without prior notification. Network administrators may monitor usage during the course of normal system maintenance to enforce compliance and ensure system integrity. Unacceptable material will be confiscated and subject to disciplinary action.

EMAIL AND INSTANT MESSAGING: The school does not currently provide email services for freshmen or sophomores. Seniors and juniors will be issued GMCCHS email addresses. Correspondence using these accounts should not be considered private and are only intended to be used for academic purposes. Monitoring of these accounts may be conducted by the Technology Administrator and if any student is found to be using an account for inappropriate purposes, access to the account will be terminated and disciplinary action will be taken.

Other web-based email software **may** be accessed; however, it should only be used with the explicit permission of classroom instructors or staff. Instant Messaging software is prohibited.

All students will ...

- 1) treat computer equipment with care and respect. Willful destruction of any computer equipment or software will be considered vandalism, and may warrant the involvement of local law officials.
- 2) only create, download, display or exchange written text, graphics or executable files intended for education-related purposes.
- 3) follow copyright laws at all times. If you have questions about the legality of using software, text, graphics, or music you find online, ask your teacher for guidance.
- 4) keep his/her password secret. Sharing passwords is not permitted. You are responsible for all activity on your account.
- 5) be polite in all online communication. All online communication must be non-threatening and non-offensive. GMCCHS has the right to review any messages sent or received using GMCCHS equipment.
- 6) keep all personal information private while on the Internet. Never give out your phone number, social security number, full name, age, home address, or any other personal information. If you are contacted by a stranger at any time on school systems, notify a staff member immediately.
- 7) will notify a staff member immediately when any problem with technology equipment occurs. If failure to do so results in any damage to equipment, it will be assumed a result of your use.

All students will **not** ...

- 1) send or display offensive messages or pictures (as determined by the school's administration);
- 2) use obscene language;
- 3) harass, insult or attack others;
- 4) damage computers, computer systems or computer networks (includes modifying operating system or software);
- 5) attempt to bypass the Internet safeguards or content-filtering system provided by the school;
- 6) plant viruses, hack any computer or attempt to gain unauthorized access to any computer;
- 7) use another's account and password;
- 8) trespass in another's folders, work, or files;
- 9) intentionally waste limited resources including paper, toner or network bandwidth; or
- 10) employ the network or computer systems for commercial purposes.

Within reason, freedom of speech and access to information will be honored. During school, teachers will guide students toward appropriate materials.

Technology equipment by its nature is sometimes unpredictable, and system outages can and will occur. Understand that while every attempt will be made to keep the school's technology systems working at full capacity, you will need to be flexible and adaptable if such problems arise. Your cooperation with staff members can be critical in helping resolve any issues. Report any and all problems or violations of this policy to a staff member immediately.

By signing this page, you agree that you have read all three pages of the Student Technology Policy and any violation may be met with the termination of access to any or all equipment and software provided by the school, as well as other disciplinary action.

Student Name (Printed)

Student Signature

Parent Name (Printed)

Parent Signature

Date