

Rocky Mountain Classical Academy

Student Acceptable Use Policy

Network & Online Resources

1. The use of RMCA Schools' Network is to promote the exchange of information to further education and research that is consistent with the mission of RMCA schools.
2. The network is not intended for private or commercial business use, financial gain, political, or religious purposes.
3. Use of the network for illegal activity is prohibited.
4. Use of the network that results in the violation of copyright laws is prohibited.
5. Use of the network for purposes other than those set by faculty members is prohibited, including online games, chat (instant messaging), or browsing the Internet for any purpose other than school related.
6. Use of the network to access obscene, pornographic, hateful, or otherwise inappropriate material is prohibited.
7. Sending material likely to be offensive or objectionable to recipients is prohibited.
8. Using programs that harass network users or infiltrate a computing system and/or damage the software components is prohibited. (Including, but not limited to any type of hacking software).
9. Students need to make the most efficient use of network resources to minimize interference with others.
10. Any use of the network to access online resources must conform to the "Acceptable Use Policy."
11. RMCA Schools reserves the right to review any material stored on any system provided by the school (including online services, such as Google Apps for Education, or related products) and to edit or remove any material. Students should not have any expectation of privacy in their activities while using RMCA Schools' equipment or systems.
12. Personal devices including laptops, tablets, or mobile phones may not be connected to the network unless a student has received prior approval from a teacher, school administration, and the RMCA School's Technology Department. Use of school resources (such as the Internet) through a personal device must be in compliance with all school policies.

Security

1. Students will respect the rights and property of others and will not improperly access, misappropriate or misuse the files, data, or information of others.
2. Each student will only use the assigned account will use only assigned account and will not share account with anyone or leave the account open or unattended.
3. Students will keep all accounts and passwords confidential and not accessible to others.
4. Students are responsible for storing all documents inside of Google Drive or other school specified storage location.

Hardware

1. All pieces of technology must be returned to their original state before a student is excused to leave the classroom or complete the activity.
2. Students must notify their teacher or an Administrator immediately if damage is discovered or caused to any piece of technology, including computers, printers, cameras, scanners, etc.
3. Any defacing or damage to a piece of technology may result in restitution, the loss of RMCA Schools technology privileges, or revoked student contract.
4. Students must closely follow classroom procedures when using technology, and must remain on the assigned task.
5. Students may never use technology without the knowledge and approval of a faculty or staff member.

Software

1. Students are responsible to take precautions to prevent viruses on personal equipment and on RMCA Schools' equipment.
2. Students will not install any software on any RMCA Schools' computers at any time.
3. Students needing additional software on RMCA computers should contact their Teacher, who can contact the Technology Department.

Digital Citizenship Code of Honor

I understand that being a student at RMCA means that I will be a responsible digital citizen at all times.

1. I understand that technology is a tool to help me in my education, and I will use it responsibly.
2. I will respect others in all of my digital communications.
3. I will not bully, harass, or insult other people.
4. I will not give out any private information online that jeopardizes my safety and security.
5. I will respect the intellectual property rights of others and give credit to the authors.
6. I will remind my fellow students of their online responsibilities if I see them making poor decisions.

Violations of the Acceptable Use Policy may be cause for disciplinary action.

NOTE: Interpretation, application, and modification of this Acceptable Use Policy is within the sole discretion of Rocky Mountain Classical Academy. Any questions or issues regarding this policy should be directed to RMCA Schools' Technology Department.

Printed Name of Student: _____

Signature of Student: _____

Printed Name of Parent: _____

Signature of Parent: _____

Date: _____