



## **Technology Acceptable Use Agreement**

This Agreement contains rules and guidelines for the acceptable use of technology resources on an Oceana Christian School device. These resources include, but are not limited to: hardware, software, communication devices, printers, servers, and filtered Internet access. All activities conducted using these resources are governed by this Agreement and include, but are not limited to: email, Internet, blogging, podcasts, interactive websites, chat rooms and video-conferencing.

### **PURPOSE**

OCS provides a device for students to use during learning:

1. to promote educational excellence by facilitating resource sharing, innovation, and communication;
2. and to prepare for success in life and work by providing students with knowledge and skills regarding the safe and appropriate use of technology resources.

### **PRIVILEGE**

The use of an OCS Chromebook or tablet is a privilege, not a right. Inappropriate use of these resources may result in disciplinary action from the OCS discipline policy, (including the possibility of suspension or expulsion), and/or referral to legal authorities. The principal, teacher/supervisor or systems administrator may limit, suspend or revoke access to technology resources at any time. A fee for any damage or replacement of the Chromebook will be charged.

### **FILTERING AND MONITORING**

Content filtering and monitoring technology are used to restrict access to unacceptable materials on all Internet access provided by OCS. Students who intentionally access, publish, or attempt to access or publish inappropriate or illegal material or Internet sites, will be subject to discipline; which may include the possibility of suspension or expulsion.

OCS has the right to monitor, inspect, copy, review and store any and all usage of OCS technology resources including transmitted and received information at any time and without prior notice.

The use of technology resources is an integral part of today's learning environment. To qualify for the benefit of OCS technology resources, students must abide by the rules of acceptable use. Please work with us in helping your school-age child understand and abide by these simple but essential rules of appropriate use.

## **FOR THE STUDENT**

Oceana Christian School is providing a device for the purpose of learning. As a student, I must act appropriately online and follow these rules:

1. I will only use technology resources with the teacher's permission and for the purpose the teacher requests.
2. I will respect copyright laws and will make sure to show where I found information and will not copy it without permission.
3. I will be polite and show respect and never cyberbully others. I will never post or send messages or pictures that hurt, threaten, or embarrass other people and if someone cyber-bullies me or sends me inappropriate pictures or messages, I will tell my parents or teacher right away.
4. I will stay safe on the Internet. When I am on sites that ask for information about me, I will not share personal information about myself or others like home addresses, phone numbers, passwords, personal photos, or Social Security numbers.
5. I will tell my teacher immediately if I or someone else accidentally opens an inappropriate website or page; or if I see someone breaking any of the rules about using technology resources.
6. I will respect the technology resources and take good care of the equipment I use.
7. I will only use my own passwords that have been given to me by the teacher. I will not share my passwords with another person.
8. I will not put any disks or portable drives into the computer unless they are approved by the teacher.
9. I will not buy or sell anything using the school's computers or technology resources.
10. I will not damage, change or tamper with the hardware, software, settings, or network in any way.
11. I will pay any damage or replacement fees.
12. I will not seek, view, send, or display offensive messages or media.
13. I will not interfere with the operation of the network.

### **Agreement and Responsibility**

Each student AND his/her parent or guardian must acknowledge receipt of the information contained in this Agreement. Until OCS has received signatures from both the student and parent/guardian (indicating that they have carefully read, understand, and agree to follow the terms and conditions of appropriate use) the student will not be allowed to use a device.



## **STUDENT AGREEMENT**

### **My promise to follow the rules:**

I have reviewed the Acceptable Use Agreement (also found on the OCS website) with my parent or guardian. I understand the importance of being polite, respectful, and honest, and the need to obey the rules for using the computer, Internet, and other technology resources. If I break these rules, my privilege to use the school's devices may be taken away, and I may have other legal and disciplinary action taken. I promise to follow the rules.

Student Name (please print) \_\_\_\_\_ Grade \_\_\_\_\_

Student Signature \_\_\_\_\_

Parent Name (please print) \_\_\_\_\_

Parent Signature \_\_\_\_\_

Date \_\_\_\_\_