

# Elkhart Christian Academy

## Computer/Internet Acceptable Use Policy (AUP)

Elkhart Christian Academy has filtered Internet access to provide our students and faculty opportunities for enhanced classroom activities, research, and career-development. Access to the Internet from Elkhart Christian Academy and use of an ECA computer account is a privilege and entails responsibility. Therefore it is the responsibility of the student, parents, and the school to ensure that these resources are used for educational purposes.

The following are guidelines for acceptable computer/internet use at Elkhart Christian Academy:

Students may have access to:

- Individual student computer accounts (gr. 9-12)
- Class computer accounts
- Internet
- Individual e-mail accounts as assigned by the Technology Director with parental permission

Student access to the ECA computer network is granted through individual or class computer accounts. With these accounts, students may store schoolwork under their personal folder on a school network disk. These accounts are available to the student during the school day only. (Faculty has complete access to files of the students in their classes.)

Access to the Internet is made available only under supervision of ECA faculty and/or staff. Students are not permitted to access the Internet without adult supervision in the room.

### Student Responsibilities

Students will promptly disclose to teachers or other school employee any message received that is inappropriate or makes the student feel uncomfortable. Students must not reveal the home address or personal phone number of any person (including his own, if a minor under the age of 18). If a student inadvertently accesses information that is profane or obscene, they should immediately disclose the inadvertent access to a faculty or staff member or Technology Director. This will protect a user against an allegation that they have intentionally violated the Internet User Policy. This will also allow the particular Web site to be added to the list of sites that are blocked by the filtering software.

Individuals are prohibited to use school Internet resources and computer accounts:

- To access, upload, download, or distribute pornographic, obscene, or sexually explicit materials.
- To download, install, upgrade software programs (including games), from home or over the Internet onto school PC's local hard disk or network disk.
- To run from external sources (flash drive, CD, DVD, etc.) or through the Internet, non-school related programs/files.
- To transmit obscene, abusive, offensive, disrespectful, or sexually explicit language.
- To violate any local, state, or federal statute.
- To vandalize, damage, or disable the property of another person or organization.
- To access another person's materials, information, or files without the implied or direct permission of that person.
- To violate copyright, or otherwise use another person's intellectual property without his or her prior approval or proper citation.
- To waste limited resources, including the use of "chain letters" and messages broadcasted to mailing lists or individuals.
- To use any IM (Instant Messaging) service or to send messages from one account to another.
- To log-on with another person's name or to send a message with someone else's name as author.
- To harass another individual by acting in a manner that distresses or annoys another person.
- To arrange for meeting with other individuals without parental approval.
- To post false or defamatory information about an individual or organization.
- To post private information about themselves or other individuals.
- To offer, provide, or purchase commercial products or services or to gamble.

### Parent Authority

- Parents have the right, at any time, to investigate files that the student may have on the ECA computer network.
- Parents may request alternative activities for their child(ren) in lieu of working on the Internet.

### Liabilities

ECA makes no warranties of any kind that the functions or services provided through the Internet system will be error free or without defect. ECA will not be responsible for any damage that users may suffer, including but not limited to, loss of data or interruption of service. ECA will not be responsible for the accuracy or quality of the information obtained through or stored on the Internet. ECA will not be responsible for financial obligations arising through the unauthorized use of the Internet.

All users of the Internet and school network should expect only limited privacy in the contents of data files or record of Internet activities. Routine maintenance and monitoring of these files may lead to discovery that this policy, the ECA disciplinary code, or the law has been violated.

Parents should be aware that, even though the school has taken measures to limit Internet access, these means do not provide a foolproof method for enforcing all of the provisions of school policy concerning Internet use.

The school desires to fully cooperate with ECA families in providing access to current technologies including use of the Internet. As the school will contact the parents in the event of policy violations, we would hope that the family would contact the school if the student comes into contact with improper material such as that described above, if the contact occurs at home. Working together, the Internet can be seen as a tool for research and enjoyment to the glory of God.