

## Springfield SDA Jr. Academy Acceptable Use Policy

The Springfield Seventh-day Adventist Junior Academy (SSAJA) is pleased to offer our students access to computers and a computer network. To gain access to our computers and/or computer network, the parent/legal guardian and the student need to sign this form and return it to the school.

SSAJA computers are for educational purposes only. Since the computers and computer network is provided for students to participate in classwork and enrichment activities, conduct research and communicate with others, access is given to students who agree to act in a considerate and responsible manner. Parental permission is required. Access is a privilege-not a right, and entails responsibility. SSAJA staff may review files and communications to maintain system integrity and ensure that students are using the system responsibly.

Students will adhere to Christian principles and will:

- ✚ Use the internet for educational purposes only
- ✚ comply with all classroom rules regarding the computers
- ✚ not view or participate in anything that is illegal, dangerous, offensive or opposed to the Christian values of this school.
- ✚ not use the Internet to harass or offend anyone else.
- ✚ be responsible and courteous in all communications
- ✚ be responsible with all computer hardware and software
- ✚ keep their passwords to themselves
- ✚ respect the confidentiality of folders, work and files of others
- ✚ learn about and observe copyright laws
- ✚ not attempt to access or alter unauthorized areas of our computer system

Any activity not in compliance with these rules may result in the loss of access as well as other disciplinary or legal action.

The Internet is a powerful resource for expanding the educational experience of a student. Access to the Internet enables students to explore thousands of libraries, databases, and bulletin boards. Unfortunately, it is also true that some materials accessible via the Internet may contain items that are illegal, defamatory, inaccurate or offensive. We believe, however, that the benefits to students in the form of information resources and opportunities for collaboration exceed the disadvantages and therefore choose to make the Internet available to our students. Because parents and guardians are ultimately responsible for setting and conveying the standards that their children follow when using media and information sources, we respect each family's right to decide whether or not to apply for access.

If students accidentally come across something that is illegal, dangerous or offensive, they are to clear any offensive pictures or information from their screen and immediately, quietly, inform their teacher.

Internet access in grades K-4 will be very limited. When it is accessed, it will be done with specific tasks in mind and/or web sites to visit. Students in grades 5-8 will access the internet in directed tasks as well as in their free time.

## Student Agreement

I have read and understand the SSAJA Acceptable Use Policy and agree to abide by it's rules.

I understand that if the VAES decides that I have broken these rules, appropriate action will be taken. Any activity not in compliance with these rules may result in the loss of access as well as other disciplinary or legal action.

**I understand that this agreement will stay in effect for as long as I am a student at SSAJA.**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

## Parent or Guardian

I have read and understand the VAES Acceptable Use Policy. I believe my child understands this responsibility, and I hereby give my permission for him/her to access the computers, and computer network, which includes the internet access as detailed above, under the school's rules. I understand that students breaking these rules will be subject to appropriate action by the SSAJA and that any activity not in compliance with these rules may result in a loss of access as well as other disciplinary or legal action.

**I understand that this agreement will stay in effect for as long as my child is a student at SSAJA.**

\_\_\_\_\_  
Parent's/Guardian's Signature

\_\_\_\_\_  
Date