

Student Technology Acceptable Use Policy

First Baptist Christian Academy is pleased to offer access to FBCA computers, network and regulated access to the Internet. In addition, students are required to bring personally owned Chromebooks (limited exceptions allowed through May 2024). All Students are held personally responsible for their actions either knowingly or unknowingly. While the school utilizes powerful filtering software, FBCA cannot guarantee the accuracy or appropriateness of information or material that students may encounter on the Internet.

The following policy for acceptable use of the computers, networks, email and the Internet shall apply to all students.

1. Using FBCA's technology resources responsibly:

- I will use FBCA's technology only for assigned and intended school purposes. I will ask for teacher approval if I am not sure.
- Secondary students will be issued a school email account with domain @fbcapasadena.org. I will use it only for school related communications.
- I will keep my passwords to myself.
- I will access only my own assigned computer, account and/or files. I understand that posing as someone else, or logging in as someone, else will result in disciplinary consequences.
- I will download items from the Internet only under a teacher's direction.
- I will inform my teacher if I have concerns about the functionality or suitability of the hardware or software I am using.
- I will not give out identifying information over the Internet.
- I will not damage FBCA hardware or software, delete any files not belonging to me, use unauthorized software, attempt to bypass school filters, send viruses or make modifications to system files.

2. Be respectful of others (including Chromebook, cell phone and electronic device use).

- I will not participate in bullying, harassing, stalking, or teasing other people or publicly defaming people by spreading gossip, insults or other unkindness and/or accessing any social network, website, blog, Wiki, etc. with the purpose of creating, viewing or participating in the humiliation of others.
- If I see a message, comment, image or anything else online that makes me concerned for my safety or the safety of another student (for example something that could be considered harassment, bullying or a threat), I will bring it to the attention of a teacher or administrator immediately.
- If I am uncertain whether an activity is permitted or appropriate, I will ask a teacher or administrator before engaging in that activity.
- I will not make or forward inappropriate or suggestive photographs.
- I will not retrieve material that is obscene, profane, violent, discriminatory or depicts or describes illegal activities.
- I will not steal someone's password and/or identity.
- I will not use technology in any other inappropriate way.
- I will uphold FBCA's values of respect and integrity.

3. Publish ethically.

- I will not plagiarize by representing the work of others as my own. I will cite any and all use of websites, books, media, etc.
- I will not manipulate technology to cheat.
- I will obey copyright and software licensing laws.

4. Other

- Violations of the First Baptist Christian Academy policies and procedures concerning the use of computers and networks will result in disciplinary actions resulting in fees and immediate loss of use and/or disciplinary actions consistent with other code and conduct violations as seen fit by FBCA Administration. By signing you are agreeing to all conditions and stipulations of this document.

Student Name (Printed) _____ Student Signature _____

Parent Signature _____ Date _____