Authorized Use Policy

St. John's Lutheran School Technology Policy Guidelines
2023-2024 School Year

1. Internet Usage:

Students in grades K-8 are permitted to use the Internet as an educational resource in classrooms. This technology opens a world of information to the students. At the same time, there is potential for misuse. The following guidelines are established to help students, parents, and teachers use the Internet in a God-pleasing way.

Student Rules

1) Students must have teacher permission to use the Internet.
2) Internet use is directly related to school activities.
3) Students are not allowed to go to or view inappropriate or unauthorized resources and websites. (this includes but is not limited to sites such as: Facebook, Twitter, Instagram, etc.)
4) Students may not download or print without teacher permission.
5) Students are not to give out names, addresses, phone numbers, and personal information in any way.
6) Students will not use chat rooms, Instant messaging and /or Google Hangouts without teacher permission.
7) All e-mail messages must be written and sent with the teacher's permission, and be related to schoolwork.
8) Students' individual ability to delete browsing history on any given Chromebook will remain in the administrator for Google Classrooms' controls.
9) Each teacher (grades 3-8) will do a "History Search" of a minimum of two students a week for the last three months they have been on the system. Every week, two different students "History" will be viewed. If there are any red flags that show up in this history search, that student will be questioned. Any "questionable" websites visited will result in a one week suspension from the system. Any "major violation" will result in suspension from any use of the system and will then be brought to the School Board who will discuss additional disciplinary measures.
10) Google Safe Search will be enabled on all Chromebooks. Any attempt at turning it off will be considered a major violation of our Technology Use policy.
11) All students will have access to a Google file drive. They will place all of their files (docs, sheets, slides, etc.) in their My Drive file. Any unchristian files will be removed and will be considered a major violation to our Technology Use policy.

2. Technology Usage:

Students are instructed in the use of the school's hardware and software. Students are reminded to use the equipment in a God pleasing way and to take care of all of the equipment.

3. Personal Information:

Students' pictures, art work, and written work may be considered at times for publication on either our school website or in promotional materials. If it is, first names of students will only be used for these materials. At times the local newspaper will also ask for students' names to go with a picture. Local newspapers will be supplied with first and last names of students if so requested and under the discretion of the principal. An additional permission form will be filled out to allow St. John's to post pictures on Facebook. Without permission, your child's picture will not be placed on any Facebook post.

****

I support this Authorized use Policy and my children may use the technology at St. John Lutheran School in accordance with this policy.

Parent Signature: _____ Date:_____

Student Signature: _____ Date:_____