



**SEEDS OF FAITH  
CHRISTIAN ACADEMY**

Policy No. 507  
Section: Operations  
Title: Acceptable Use of Internet  
Adopted: December 6, 2016  
Revised:

1. Purpose

The SFCA Board recognizes and supports the value and usefulness of electronic technology in education and in furtherance of school operation. It also acknowledges the importance of responsible and orderly use and the need for policy and regulation in its governance. Appropriate use of electronic technology shall include but not be limited to instruction, independent study, authorized research, and official work and/or business of school operation and/or school organizations.

This policy governs access to the SFCA network system as defined herein by any user, including but not limited to students, faculty, administration and guests. Methods of access to the SFCA network system shall include but not be limited to access through any computer, laptop, cellular phone, ipad or any other method connecting to the SFCA network system regardless of ownership of the device. Any use of the SFCA network system without authorization is prohibited. Student access to the internet other than through the SFCA network system utilizing school equipment is prohibited.

The use of electronic technology is a privilege. For instructional purposes, the use of network services and methods of access shall be coherent with curricular and instructional objectives and the learning styles, abilities and developmental levels of students. For purposes of school operation, the use of network services and methods of access must be ethical, responsible and legal in accordance with federal and state laws, accepted rules of network etiquette and in accordance with Board policy.

2. Authority

SFCA does not convey any expectation of privacy when using its network system. SFCA reserves the right to supervise and inspect without notice and discretion the use of school property to include hardware, software, transmission of messages and documents created on the network. SFCA reserves the right to remove a user account from the network system to prevent further unauthorized activity.

SFCA shall establish inappropriate usage and/or material in addition to that stated in law. SFCA does not endorse any content accessible through the use of its network system nor shall it be responsible for any information retrieved via the Internet.

3. Delegation  
of  
Responsibility

Administration, faculty and staff have a professional responsibility to work together to assist in the training of students with responsible, moral, ethical, and legal use of the network system.

The Administrator/Principal shall have the final authority to make determinations regarding appropriate or inappropriate use in accordance with this policy or biblical standards.

The Administrator/Principal shall be responsible for implementing technology protection measures to block or filter Internet access and content as defined by this policy or stated in law.

4. Guidelines

All communications and information accessible via the network shall be assumed as confidential and shall not be disclosed by the user.

Students no longer enrolled or a staff member no longer employed or individual no longer associated with the school shall have his/her account suspended. The Administrator/Principal may maintain an account for a defined period of time where a special circumstance exists.

Security

System security shall be protected through the use of passwords.

1. Students and employees shall not reveal their passwords to another individual.
2. Users are not to use a computer that has been logged in under another student's or employee's name.
3. Users identified as having a history of concerns with inappropriate usage may be denied access to the network system.
4. Students and employees are required to report security concerns to administration.

Search and Seizure

SFCA reserves the right to monitor, track, log, and access any electronic communications, including but not limited to Internet access and emails at any time.

SFCA reserves the right to access any personal technology device of users brought onto school premises or at school events, or connected to the SFCA network system.

Consequences for Inappropriate Use

General rules for behavior and communications apply when using the Internet. Stipulations of this policy and disciplinary action in accordance to the Discipline Code or other agencies may result for inappropriate use.

Safety

Users of the SFCA network system will be protected from harassment and unwanted or unsolicited communication to the greatest extent possible.

Computers utilized by students and staff shall be equipped with Internet blocking/filtering software.

SFCA will educate all students about computer etiquette and appropriate online behavior.

Parents/Guardians may request in writing to prohibit their child from use of technology or terminate user status.

**SEEDS OF FAITH CHRISTIAN ACADEMY  
COMPUTER USE AGREEMENT**

**STUDENT FORM**

I understand and will abide by the terms and conditions as explained to me and/or as read in the policy for Internet access. I further understand that any violation may subject me to disciplinary consequences. Should I commit a violation of Policy 507, my access privileges may be revoked and additional disciplinary action may be imposed in accordance to the school Discipline Code and/or to the jurisdiction of criminal law.

STUDENT NAME: (Print) \_\_\_\_\_

STUDENT NAME: (Signature) \_\_\_\_\_ DATE: \_\_\_\_\_

**PARENT/GUARDIAN CONSENT**

Please note: If you are a student under the age of 18, a parent/guardian must also read and sign for consent of Internet access.

I have read and understand the terms and conditions as presented in the policy for Internet access. I understand that this access is designated for educational purposes. I give my permission to issue a user account for my child. A copy of Policy 507 is attached.

PARENT/GUARDIAN: (Print) \_\_\_\_\_

PARENT/GUARDIAN: (Signature) \_\_\_\_\_ DATE: \_\_\_\_\_

**SEEDS OF FAITH CHRISTIAN ACADEMY  
COMPUTER USE AGREEMENT**

**EMPLOYEE/GUEST FORM**

I have read and understand the terms and conditions for the use of the SFCA network system to include Internet access. I will abide by such conditions and further understand that any violation of the policy may subject me to the revoking of access privileges or other disciplinary action deemed appropriate by the discretion of SFCA.

I understand and hereby acknowledge that home use of any school owned computers or access of the network system from locations other than school facilities may be governed by the requirements of and subject to disciplinary action.

EMPLOYEE/GUEST NAME: (Print) \_\_\_\_\_

EMPLOYEE/GUEST SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_