Policy Student Computer and Internet Use

PURPOSE

All computer resources at American Leadership Academy shall be used solely for legitimate and authorized academic, instructional, and research purposes. ALA computer systems and networks are provided for actively enrolled students as a part of the academic program. Students are encouraged to become proficient in the use of the computers as a means of enhancing their educational experience. The school maintains a filtering database to block controversial and/or explicit material from being accessed by students. However, widespread student use also necessitates certain rules of computer conduct. Use of computer and internet resources is a privilege, not a right. Therefore, access to computer and Internet resources may be disabled, suspended or revoked if abused.

REQUIREMENT FOR ACCESS

Students have a responsibility to use the school's computer resources in an efficient, ethical, and lawful manner. ALA will not grant access to computers or Internet resources without prior authorization from the student's parent or guardian. The student and parent/guardian must completely read and sign the Student Computer Use Agreement before computer or internet access will be granted.

POLICY PROCEDURES

1. Use only the applications that have been installed by IT personnel.
2. Use the computers and printers for educational purposes only.
3. Do not change the configuration of computer hardware, remove or replace cables of any kind, attach devices of any kind, change monitor settings, or modify computer hardware in any way.
4. Use only your own account and password for all computer work. Do not share your account and password with others.
5. Food and/or beverage are not to be consumed around computer equipment.

RULES AND REGULATIONS

1. American Leadership Academy has a right and duty to protect its valuable computer resources and to restrict student access to uses that are solely related to the students' academic programs. ALA reserves the right to define what unauthorized student uses are.

UNAUTHORIZED USES for students include but are not limited to the following:
- Computer games that are not assigned course work;
- Installation of personal software;
- Entering chat rooms or instant messaging;
- Entering or transmitting solicitations;
- Entering or transmitting of obscene material;
- Sexual harassment or other forms of harassment aimed at others;

- Sharing one's own computer account with others, using another person's accounts, or copying, modifying, replacing, or deleting any other user's files;
- Violation of copyright laws or using or copying software in ways that violate the terms of the license;
- Entering, creating or transmitting computer viruses or any form of intentionally destructive programs;
- Connecting/Disconnecting any device to the network or computer without permission;
- Physically harming or defacing ALA computer equipment;
- Changing or attempting to change computer settings, screen savers, backgrounds, mouse etc.
- Printing of materials that have no academic or educational purpose;
- Storage of personal files that serve no educational purpose;
- Use of computer equipment designated for the use of school personnel;

2. Users are responsible for the security of their own account and password. Consequently, account owners are responsible for actions taken from their account by any person, whether or not the action was taken with the owner's knowledge or permission. Actions that violate these policies can result in immediate disabling, suspension, and/or revocation of the account owner's privileges.

3. Any person who has been authorized to use the computing resources shall be expected to regard all copyrighted personal or proprietary information. Any software, for which the school has obtained a license, will be used in accordance with the terms of the license.

INTERNET USE

While there is access to a multitude of beneficial informational resources, some material may not be appropriate. To restrict access to controversial media the school uses blocking software as a precaution. Because information on the Internet appears, disappears, and changes, creating a "completely safe environment" is impossible. The school's focus is to provide the understanding and skills needed to use the Internet in a responsible way that is appropriate to students' educational needs. Parents or Guardians are encouraged to discuss these responsibilities with their children and advise them on the possible controversial and negative aspects of this technology.

RULES AND REGULATIONS

1. Use of appropriate language is required. Profanity or obscenity in written communication over the Internet is inappropriate as it is in all areas of school life.
2. Accessing or downloading material that is obscene, pornographic, sexually explicit, sexually suggestive, harmful or otherwise inappropriate is prohibited, as is behavior that is harassing or antisocial.
3. Downloading is limited to documents for school use only.
4. The use of gaming, chat room or messaging software is prohibited.
5. Adhere to copyright laws. Users are expected to respect copyright issues regarding downloading and use of software, retrieval and citing of information and attributing authorship.
6. Use of the Internet for any illegal activities is prohibited.
7. Impersonation and anonymity are not permitted. Users must take responsibility for their actions and words.
8. The teacher has the right to suspend or commence Internet privileges during their class period.

Students have no expectation of privacy in files, disks, documents, etc., which have been created in, entered in, stored in, downloaded from, or used on ALA's computer system.

Use of the Internet is a privilege not a right. Inappropriate use of this resource will result in a cancellation of this privilege and/or disciplinary actions.