

ACCEPTABLE USE POLICY

“Do what is right and good in the sight of the Lord” (Deuteronomy 6:18)

Fundamental Principles

1. The Samuel School believes that students should honor the Lord while advancing their education through the acquisition of computer knowledge and skills. Therefore, each student have the responsibility of self-government in accordance with biblical standards when using the computer. The use of electronic devices is a privilege, not a right; so the student who uses the computer inappropriately will have consequences.
2. TSS believes that home use of technology is to be governed by the parents, but that while students are in the charge of the school, TSS reserves the right to govern any and all technology used on school grounds or at school functions under the mandate of CIPA (Children’s Internet Protection Act).
3. In the interest of developing a relevant technology program TSS has enacted a Bring Your Own Device Policy or BYOD. This is a privilege for students of 6-12th grades who are in good standing with the school and have signed the Acceptable Use Policy (AUP). To this end specific rules have been established for personal devices in use on school grounds or at school functions.

Privacy Policy

In accordance with our own procedures and policies as well as CIPA AND COPPA (Children’s Online Privacy Protection Act) TSS will provide only limited individual identifiable information to external service providers for each student as is necessary for the furtherance of his/her education. By understanding this form, TSS is authorized to create those accounts that are deemed helpful to the educational process for the student.

Rules And Expectations

- Mobile devices of any kind including but no limited to, cell phones, hotspots, cameras, laptops, netbooks, iPods/mp3 players, tablets and handheld computers, must be pre-approved by the Teacher, the student may signed the AUP, and the device must have the TSS required software.
- All students must use the Samuel School network provided for students. The use of another wireless network or mobile network (3g/4g Date plans) will constitute a breaking of the AUP, **see consequences.**

- Students must receive permission from their teacher to use any device. This is a requirement for every instance of use.
- It is the TSS expectation that the download and subsequent installation of software is illegal in nature and monitored by the parents of the students. TSS reserves the right to review the software installed on any device and remove inappropriate content and programs from student devices.
- At any point in time, a teacher may request of a student, his/her personal device, at which point a teacher may evaluate all contents of the device even if not open.

Netiquette, Cyber- Bulling, and Privacy

1. Students are expected to maintain a cube-presence which reflects the light of Christ.
2. Cyber-Bulling of any kind will not be tolerated and evidence thereof will be considered the breaking of the AUP.
3. During the course of a school day, students may not use the following internet related tools: Gaming, Social Media, Texting Software, Blogs (with exclusions set by the teachers on case to case basics), instant messaging and any other program type defined by any teacher or administrator.
4. Students may not check any personal email accounts during the school day.
5. TSS expects that students will vigilantly refrain from the visitation of sites not befitting the gospel to which we have called as Christians.
6. Students may not enter, change, or duplicate any other person's personal files as this is a violation of TSS plagiarism rules as well as Federal Law.
7. Students must obtain permission from the school to remove any equipment from TSS.
8. Students are expected to properly log off and/or shutdown the device the device they are working on when their work is completed or when their time for work is ended.
9. Students are expected to treat TSS property with care and respect.
10. Students are to maintain a high level of awareness when choosing to download files to their device. The download of illegal or illicit materials will be considered a violation of the AUP.
11. Students may not record classes in any form without the express written permission of the instructor and the school administration. The contents of any recording may be subject to random or periodic searching at the discretion of the administration.

12. Students are not allowed the use of any camera or video recording device without express written permission from the administration. This includes webcam devices.

Authority And Consequences

- TSS reserves full authority over its network, grounds, and events. TSS reserves the right to any device used within TSS authoritative zone regardless of ownership. By signing the AUP form the student yields his/her rights to his/her device over to TSS for the duration of their enrollment term and until the student is in good final standing after enrollment term.
- The consequence of any action taken by a student which is in violation of the AUP relieves TSS from any culpability as an entity. The full responsibilities for the misuse of technology are the student's to bear.
- Violation of any of these rules will result in appropriate disciplinary action. For the upper school student, TSS will operate on a three strike policy for Electronic Device Violations.
- Strike 1: Device will be confiscated by staff member and given to the principal. The device will only be return to the parent.
- Strike 2: "Strike 1" consequences will be followed. In addition, the student will face a technology suspension for a period of time to be determined by the principal. During this time, the student will not be able to use any school or personal electronic devices at school. All digital work will either be done by hand or away from school.
- Strike 3: Student will lose all electronic device privileges for the remainder of the school year.

The school accepts no responsibility or liability for lost or stolen items.