

NCS Student Technology Policies

SCHOOL TECHNOLOGY POLICY

Every student (and parent who desires their child to have access to school technology) must comply with the following rules of access:

- Nothing done on a school computer shall be considered private. School officials are authorized to access any student's material at any time;
- Students will only access the internet from a computer when a teacher is available to monitor the students' activities;
- The school has the right and ability to recall all sites accessed by the students;
- The school shall maintain site-blocking software to block and filter out inappropriate sites;
- No student shall:
 - Attempt to bypass any site-blocking hardware or software;
 - Access anything contrary to the Statement of Faith, Mission, Vision, and/or Core Values of Northwest Christian Schools, (including but not limited to anything: sexually inappropriate or suggestive in nature, blatantly offensive, ungodly material, lewd or obscene language);
 - Send and/or receive messages to/from other internet sites without teacher supervision and/or authorization;
 - Use another person's password;
 - Trespass into another person's folders or files;
 - Violate copyright laws;
 - Buy or sell anything via the internet;
 - Change any of the computers' set-ups or settings.

PERSONAL TECHNOLOGY POLICY (Personal Cell Phones & Other Devices)

Students will face disciplinary action for texting, posting, sending, receiving, forwarding, or participating in any of the following areas ON OR OFF CAMPUS via a cell phone, computer, or any other electronic device. These areas are:

- Information containing blasphemy: Irreverence for God, Jesus Christ, and those things held to be holy by the Word of God, direct contradiction of Northwest Christian School of Lacey's Statement of Faith, Mission, Vision, and/or Core Values.
- Inappropriate language: Obscenities, profanities, vulgarities, or lewd comments.
- Harassing statements: Personal attacks such as discriminatory, inflammatory, threatening, or disrespectful language. Knowingly false or defamatory statements.
- Sexually explicit or suggestive messages, photos, or images (sexting):
- Sending, receiving, sharing, possessing, or intentionally viewing pictures, text messages, or e-mails that contain a sexual message or image. Violation of this policy may result in expulsion. Appropriate local, state, and federal laws will be followed and law enforcement will be contacted if warranted.

Note: Students must promptly report any such known activities to a teacher or a school administrator.

NCHS Cell Phone Policy & User Agreement

Students will be allowed to use their cell phones during lunch and between classes. Phones must be silent and out of sight during instructional time (unless requested by the teacher).

Purpose:

Northwest Christian High School utilizes instructional technology as a means of moving toward our mission of teaching the skills, knowledge, and behaviors necessary for students to become responsible citizens in the global community. Students learn collaboration, communication, creativity and critical thinking in a variety of ways throughout the school day. To be proactive in the effort toward understanding and keeping with today's growing social and interactive technology trends, it is our hope that this policy will increase awareness and training while putting into practice social and professional etiquette relating to electronic devices. Students in possession of a cell phone must comply with the NCS Student Technology Policies.

Cyber Safety:

We will review cyber-safety rules with students frequently throughout the course of the school year and will offer reminders and reinforcement about safe cell phone behaviors. In addition to the rules outlined in these guidelines, students will be expected to comply with all class and school rules while using personal devices. The use of a cell phone is not a right, but a privilege. When abused, privileges will be revoked.

Guidelines:

Violating the established policy will result in the following:

1st Offense - Phone is taken away until the end of the school day.

2nd Offense - Phone is taken and must be picked up by a parent or guardian. Lunch detention is assigned to the student.

3rd Offense - Phone is taken and must be picked up by a parent or guardian. After-School detention is assigned to the student.

- Any further infractions may result in other disciplinary actions, including but not limited to: additional after-school detentions, suspension, and loss of cell phone privilege.
- Students who are in possession of cell phones must adhere to the Student/Parent Handbook, NCS Student Technology Policies, and all Board Policies.
- Students may not use their cell phone during instructional time. This includes office runners and/or students who are in the hallways or in the restrooms during instructional time. Instructional time is defined as the time from the tardy bell to the dismissal bell.
- Students who need to leave early for appointments or illness must check out through the office. *Students cannot just call/text home and then leave school property.*

Guideline Infractions:

The following are considered more serious offenses/infractions and will be referred directly to the administration to be reviewed:

- Students may not use cell phones to "bully" or post derogatory statements about students, faculty, or staff via text message or social media.
- Cell phones may not be used to assist any student on assignments, quizzes, or tests without teacher approval.

Students And Parent/Guardians Acknowledge That:

- The school's network filters will NOT be applied to a device's connection to the internet. Therefore, any student who accesses websites that are prohibited by the NCS Student Technology Policies or Student/Parent Handbook will be subject to discipline.
- Northwest Christian High School is authorized to collect and examine any device that is suspected of causing technology problems or was the source of an attack or virus infection.

- Cell phones should be charged prior to school and run on battery power (or mobile battery pack) while at school.

Students Are Prohibited From:

- Bringing a cell phone on premises that infects the network with anything designed to damage, alter, destroy, or provide access to unauthorized data or information.
- Processing or accessing information on school property related to “hacking,” altering, or bypassing network security policies.
- Printing from cell phones at school.
- Charging cell phones via wall outlets.

Lost, Stolen, Or Damaged Devices:

Each user is responsible for his/her own cell phone and should use it responsibly and appropriately. Northwest Christian High School takes no responsibility for stolen, lost, or damaged cell phones, including lost or corrupted data on those devices. While school employees will help students identify how to keep personal devices secure, students will have the final responsibility for securing their cell phones.

Usage Charges:

NCHS is not responsible for any possible device charges (i.e. apps a student downloads during class) to your account that might be incurred during approved school-related use.

Network Considerations:

Users should strive to maintain appropriate bandwidth for school-related work and communications. NCHS does not guarantee connectivity or the quality of the connection with personal devices. NCHS is not responsible for maintaining or troubleshooting students' personal electronic devices.

School administration may view the contents of any device believed to be used in an inappropriate manner that violates the school code of conduct. If the cell phone is locked or password protected, the student will be required to unlock the device at the request of a school administrator.

Any violation is unethical and may result in the loss of cell phone privileges as well as other disciplinary action. During the course of the school year, additional rules regarding the use of personal devices may be added or modified.

NCHS Technology Policy Form

Parent and Student must complete the form below and return it to the NCHS office with your Enrollment paperwork.

Northwest Christian High School "PARENTAL AUTHORIZATION FORM"

Student Name Grade Level Student Cell Phone No.
Student Name Grade Level Student Cell Phone No.
Student Name Grade Level Student Cell Phone No.

Please check one of the options below for cell phone usage:

My student(s) **will not** be bringing a cell phone to campus but I have read and understand the NCHS cell phone policy.

My student(s) have my permission to bring his/her cell phone to campus provided that he/she follows the school policies and guidelines expressed above. My child and I have read and understand the NCHS cell phone policy and we are willing to abide by it.

Please check below for Internet usage: *(check only one)*

My student(s) have my permission to use the school's internet connection under the terms of this policy. I agree that if my child should violate this policy (including purchasing anything on the internet) I shall not hold the school liable. I understand that violation of this policy will result in my child losing access to school technology and being subject to appropriate disciplinary action.

STUDENT'S NAME(s) **does not** have permission to use the school's internet connection under the terms of this policy.

Signature of Parent/Guardian: DATE:

Complete below for Grades 9th -12th

I, (STUDENT'S NAME) agree to abide by the above policies. I understand that if I violate them, I shall immediately lose access to school technology services as well as be subject to other appropriate discipline.

Student's Signature: DATE:

Student's Signature: DATE:

Student's Signature: DATE:

*Please sign & return this form to the NCHS office. **Form must be signed & submitted every year.***