Title:	Acceptable Use Policy for Technology Resources	Related Policies:	
Number:	6.1	Related Procedures:	Acknowledgement Form
Status:	Approved	Adopted:	
Owner:	J. Naim (DCI)	Accounting:	
Last Revised:	8-22-09	Legal:	AGS

Policy Detail

Amana Academy is committed to the use of technology in the academic program as a tool to expand learning opportunities and conduct scholarly research. Students at the school utilize desktops and laptop computers on a wireless network. The Executive Director and/or designee shall develop administrative procedures and guidelines as necessary for acceptable use of technological resources.

The procedure will include specific guidelines on:

- The appropriate use of laptops
- Internet use
- Network access
- File sharing
- Downloading and loading of software
- The use of e-mail
- Chatting, blogging and any other social networking sites
- The application of audio and video
- The use of games
- Privacy, use, and safety
- Copyright
- Consequences of misuse
- Other categories of technology use as needed

The school also maintains an electronic network (EN) that includes local and wide-area networks as well as access to world-wide networks such as Internet. Access to the EN, as well as the hardware and software that support access, are the property of the school, and shall be used solely in support of Amana's instructional and administrative programs. Use of this property is a privilege that may be discontinued at any time.

The EN should be used only in a responsible, ethical and lawful manner. Any unauthorized use of the EN or any failure to comply with the local and system wide provisions relating to use of the EN will be grounds for loss of EN access and other disciplinary and/or legal action.

The Executive Director and/or administrative team members shall be responsible for monitoring all use of the EN at Amana. Student access to the EN shall be under the supervision of a teacher or other appropriate staff member. There is currently no charge for access to the EN when used in accordance with Board policy and procedures.

Regardless of the access provided, all users of Amana Academy electronic networks, computers and other technological resources must complete an Acceptable Use Agreement prior to use of the school's electronic networks and computers each school year. This includes, but is not limited to teachers, administrators, paraprofessionals, clerical staff, maintenance and facilities staff, technology staff, vendors, students, parents and volunteers.

ACCEPTABLE USE POLICY FOR TECHNOLOGY RESOURCES
ACKNOWLEDGEMENT FORM
2009–2010

Students are required to adhere to all provisions and conditions set forth in this Acceptable Use Policy. Any violations of this policy will result in disciplinary action, the loss of laptop privileges, and possible legal action. Students are to report any known violations of this Acceptable Use Policy to appropriate administrative staff members. Amana Academy takes no responsibility for activities conducted on laptops or materials stored on computers, laptops, or the network.

I agree to abide by the guidelines of the Acceptable Use Policy as described above. I understand that there will be consequences for not adhering to these guidelines. These could include the loss of computer privileges on school grounds for serious infractions.

Grade   _____

Student Name   _____

Student's Signature   _____

Parent's Signature   _____