Digital Citizenship Agreement

Faculty, staff, students, and visitors who use Morrison Academy's computer systems, either in class or independently, are expected to conform to the following procedures. If there is any doubt concerning the legitimacy or authorization of any action, they are expected to check with the principal in advance.

Vision Statement: Morrison Academy is committed to preparing its students and faculty to meet the challenges of a technologically changing world. We believe that meeting this vision requires that we:
- Employ a biblical perspective and encourage students and faculty to do the same when dealing with the material and information related to technology.
- Envision technology as an integral part of all curricular areas and used appropriately as interdisciplinary tools.
- Explore together, the dynamic world of technology, information and communication.
- Empower students and faculty with a practical, flexible, and challenging education in technology, which will enable them to think independently and analytically in solving substantive problems and in doing projects creatively.

Belief Statement: Regarding the utilization of technology, we believe:
- That the utilization of technology must always be aligned with the principles found in the Word of God. Therefore, we will educate our students on personal responsibility and integrity to promote lifelong learning.
- That technology should be used as a resource that supports work in and out of the school and provide effective ways for students and teachers to manage information, communicate, and collaborate in a professional, Christ-like manner.
- Technology should promote critical thinking, problem solving and evaluative competence. Furthermore, it should provide opportunities whereby students can be taught discernment, i.e. the filtering and screening of information against Biblical standards.
- The proper utilization of technology in the school can better equip students to live and serve in our increasingly interrelated world without replacing interpersonal relationships.

Purpose: The computers and software used within Morrison Academy are intended primarily for educational purposes to support curricular needs. The essential areas of focus will be on the following:
- Creativity/innovation
- Communication/collaboration
- Research information fluency
- Critical thinking/problem-solving/decision making
- Digital citizenship
- Technology operations and concepts.

Digital Citizenship Agreement - Accountability:
1. Technology at Morrison Academy is a privilege, not a right. Privileges may be suspended or revoked for failure to follow Digital Citizenship Agreement (DCA) and in addition, disciplinary action may be taken.
2. When in an academic setting, technology should only be used for class-related work.
3. Email account access should not be shared with anyone. Passwords should remain secret.
4. Inappropriate material received inside or outside the Morrison system should not be responded to and must be deleted. Students will not view, link, retrieve, and/ or download any form of inappropriate materials while on school premises and/or using school hardware and/or software.
5. Users are expected to be courteous and respectful at all times when communicating with anyone on the Internet.
6. Students will uphold Christian standards regarding pornography, cyber-bullying, predators/pedophiles, and will not display or distribute profane or discriminatory materials while on

or off campus.

    7.   Device Dress Code: Users are restricted from displaying wallpaper or screensavers that contain profanity or inappropriate images or text. This also applies to covers or cases to any electronic medium.

8. Users should never intentionally attempt to bypass the network (via VPN or other source), disrupt network performance, or interfere with the work of any other user or site(s).
9. Users are expected to be considerate of computer time and careful in the use of supplemental resources such as paper and network resources.
10. Electronic Games are not to be played during school at any time during school hours unless it's an educational game supervised by a teacher.
11. Students may not load Non-Morrison software on any Morrison computer without prior permission from the technology coordinator. No programs may be saved in a personal directory besides those that are required for curriculum purposes.
12. Do not post personal information about yourself on the internet using the school's network.
13. Students will not attempt to log-on as an network administrator, breaking into restricted or private files, introducing a virus into the system, hacking into a system, spamming, and ping flooding.
14. Students will not use torrents or peer to peer (P2P) software at any time on the Morrison network.
15. Students will recognize copyright laws and honor the intellectual property of others. Respecting legal restrictions regarding plagiarism and properly citing information sources are ways of complying.
16. Administrators and faculty have the right to monitor computer activity in any and all areas of the school and may access student electronic devices and/or files if given justifiable cause.
17. Students are responsible for maintaining and updating their own electronic devices.

DCA Abuse: Morrison Academy may restrict or terminate any user's access to either school OR personal devices if such action is deemed necessary to maintain computing availability and security for other users of the systems or because of inappropriate content. Other disciplinary actions may also be imposed by school administration on an individual basis up to and including termination of enrollment or dismissal. The severity of the disciplinary action will be based upon the circumstances of the infraction and any prior abuse.

Specific Laptop Understandings and Responsibilities:
Teachers may be having students bring in a laptop for classroom projects or activities. Please follow these laptop guidelines:
1. Secure laptops in lockers or ask an adult to help store it when not using for class. Students will never take laptops into PE locker room, including after school.
2. Always use in public areas and only when authorized to do so.
3. **Bring headphones** and always keep computer muted during school hours.
4. Fully charge battery before coming to school.
5. Carry laptop in padded case to keep it protected.
6. Follow laptop dress code stated in DCA above.