

Kreiva Academy Technology And Internet Use Policies

Learning is enhanced through technology's endless possibilities. At Kreiva, technology is designed to be used as a tool to assist with the instructional objectives of the school. Application of technology is integrated with classroom curriculum as much as possible. Students and teachers have opportunities to gather information, communicate with people all over the world, and create their own products.

Acceptable Use Policy

At Kreiva, students learn technology standards by making connections to classroom projects. Students will be taught basic technology skills along with their applications to research, communication, and presentation skills. The Internet is a primary resource in this technology use. The use of any technology at Kreiva Academy is a privilege and not a right. ***Kreiva Academy reserves the right to deny access to technology to any individual.*** In its use, students and staff shall follow all guidelines laid out in the following Use of Kreiva-owned Technology, Internet Safety, and Prohibited Use policies.

Use of Kreiva-owned Technology

In recognition of the important role of technology in the classrooms at Kreiva Academy, the school has a small stock of computer technology available for use by students who do not have access to a computer of their own. ***Prior to using any of this technology the student and their parents will provide written acknowledgement of the school's technology policies and their willingness to be financially responsible for any damage caused to school-owned equipment that results from inappropriate care and/or use.***

Any student wishing to borrow a Kreiva device will turn in a signed Technology Loan Agreement to the Operations Manager in the Main Office. This agreement will be kept on file for future use. The student will then sign-out a device to use for the day. At the end of the day, the device must be signed back into the Main Office or the student may be held financially liable for the full replacement costs of the lost hardware and software. Any damage incurred while the device is signed out is the express liability of the student and family to whom the device was assigned. Altering any device software or hardware from the status set by the system administrator without administrator permission will be considered damage.

Students using Kreiva Academy-owned devices are expected to follow all terms of the Technology and Internet Use Policies. Failure to do so will terminate the student's technology-borrowing privileges for a minimum of one school day with the potential for permanent termination of privileges, at the discretion of the administration.

Internet Safety

Student use of the Internet is an important component of classroom research and learning. Communications on the Internet are public in nature and files stored on the Internet should not be assumed to be private. Some sites on the Internet may contain offensive material. While it is impossible to have control over all of the information on the Internet, Kreiva Academy has filters in place to prevent most access to inappropriate materials and to provide for a positive, productive educational experience.

While on the premises of Kreiva Academy, the Internet should only be accessed via our protected dedicated network. To maintain our students safety and privacy, security on this network is a high priority. **Kreiva Academy reserves the right to monitor all activity on the Internet. Kreiva Academy reserves the right to block any material on the Internet.** Additionally, accounts which are inactive for more than 30 days may be removed by Kreiva Academy along with the user's files without prior notice.

Kreiva's Network Administrator or designee has established procedures that will maximize system security. Despite these protections, no warranties are made or given with respect to any service, any information, or any software contained within the Internet. Opinions, advice, services and all other information expressed by students, staff, information providers, service providers, or other third party personnel on the Internet provided by Kreiva Academy are those of the individual and do not represent the position of Kreiva Academy.

To ensure student safety while using the internet,

Kreiva Academy will

- Provide students with the understanding and skills needed to use technology in an appropriate manner
- Filter out inappropriate material
- Supervise and monitor students' Internet use

Staff and Students will

- Abide by the Internet Safety Protocols listed below.
- Use the internet only for academic purposes relevant to classroom activities
- Avoid all prohibited uses of technology, as listed below.

Kreiva Academy requires all students using the Internet in school to abide by the following Internet Safety Protocols:

- Do not utilize chat rooms or social media
- No sharing of your own or other people's personal information without written parental permission, including but not limited to name, age, address, school name, phone #, email address, photographs, or videos.
- No playing games without express permission from and supervision by a teacher
- No participation in cyberbullying, and immediate reporting of cyberbullying of or by others.

Prohibited Use

Prohibited uses of technology include, but are not limited to:

- Using a Virtual Private Network (VPN) or any to circumvent Kreiva's network filters.
- Sending, receiving, displaying, or accessing defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing, or illegal materials.
- Encouraging the use of or promoting the sale of controlled substances or drugs.
- Any attempt to harm or destroy data of another user, the network, any technology equipment, or any of the agencies or other computer network services that are connected to the Internet. This includes, but is not limited to, the uploading or creation of computer viruses.
- Any attempt to sell or offer for sale any goods or services that could be construed as a

- commercial enterprise, unless approved by the Board or their designee.
- Redistributing a copyrighted program or copyrighted material without the express written permission of the owner or authorized person or as provided by the fair use exception. This includes uploading and downloading of materials.
 - Invading the privacy of individuals, revealing personal information of others or themselves, such as home address, or phone number.
 - Logging in to the system using another user's account or password.
 - Leaving an account open or unattended.
 - Violating any local, state, or federal regulation or statute.

Consequences for Inappropriate Use of Technology

Student discipline for violation of any part of these rules and procedures shall be based on the student's age and the severity of the infraction. Student discipline may involve actions ranging from restricted access to sanctions up to and including suspension and/or expulsion. Discipline of staff may involve actions up to and including termination. Perpetrators or their parents/guardians may be billed for damages to equipment. Illegal activities will be referred to the appropriate law enforcement agency.