

Bellevue-Santa Fe Charter School
Student Use of Technology Policy

Preamble:

At Bellevue-Santa Fe Charter School (BSFCS) we use technology to complement learning opportunities provided for students. The technology environment at BSFCS emphasizes information access, analysis, and dissemination by students and staff in accordance to our pedagogical principles. Students use devices and digital tools in the academic setting under staff direction and supervision. The Student Use of Technology Policy is to allow digital access to the tools of the internet while promoting student safety. In accordance to our Behavior Expectation Policy, BSFCS expects students to demonstrate respect at all times, including their use of digital resources.

The Student Use of Technology Policy extends to student use of all digital tools and devices including, but not limited to, Internet, assigned accounts, our network, and all electronic devices (including personal) at Bellevue-Santa Fe Charter School (BSFCS). Cell phone use is included in this policy as students may access our school phones with staff permission.

Consequences for violating this policy:

Immediate consequences for violation of this policy include student forfeit of Internet and/or device (including personal) usage privileges, and additional logical, reasonable consequences, as set forth in school policy, to include but not be limited to: remedial actions, suspension or expulsion. Actions shall follow established procedures regarding student conduct at BSFCS.

Acceptable Uses:

Some acceptable uses of technology at BSFCS include, but are not limited to:

- Use of internet to complete assigned school work.
- Citation of sites in completed work is required to give credit to origin of work.
- Use of Google Apps for Education account to store work created for school assignments.
- 6th Grade only: Use of e-mail to communicate directly with the school community or individual groups of students/families for school-related events and/or assignments with prior staff approval.

Unacceptable Uses:

Some unacceptable uses of technology at BSFCS include, but are not limited to:

- Use of e-mail to solicit business or participation in individual non-profit and/or for-profit ventures outside of the school day.
- Use of Internet to access non academic material .
- Using offensive language.
- Harassing, insulting or threatening others.
- ‘Hacking’ another user’s files or account.
- Damaging of network systems or intellectual property.
- Violating copyright laws.
- Using another person’s sign-on and/or password.

- Revealing a personal information or images of one's self or another.
- Using the internet, programs, or equipment for nonacademic purposes.
- Navigating to non-approved sites.
- Use of devices (including cell phones) without staff approval while under the monitoring of BSFCS.

Cyber Bullying

The school's network, devices, nor the broader internet (whether accessed on campus or off campus, either during or after school hours) may be used for the purpose of harassment. All forms of harassment in cyberspace, often called cyber bullying, are unacceptable.

Cyber bullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another person by sending or posting inappropriate and hurtful email messages, instant messages, text messages, digital pictures or images, or web site postings (including blogs). Often the author (sender or poster) of the inappropriate material is disguised (logged on) as someone else.

Students, or their families, who feel they have been the victims of such misuses of technology should not erase the offending material from the system. They should print a copy of the material and immediately report the incident to the school administration. All reports of harassment in cyberspace will be investigated fully. Sanctions may include, but are not limited to, the loss of computer privileges, suspension, expulsion, or involvement of local law enforcement.

Limitation of Liability:

BSFCS makes no warranties of any kind, either expressed or implied, that the functions or services provided by or through our technology will be error-free or without defect. The school will not be responsible for any claims, damages, or injury of any nature whatsoever which students may suffer as a result, whether directly or indirectly, of their use of personally owned devices or BSFCS technology resources including, but not limited to, personal injury, emotional distress or suffering, or the loss of data or interruptions of service. The school is not responsible for the accuracy or quality of the information obtained through or stored on the system. BSFCS will not be responsible for financial obligations arising through the unauthorized or misuse of district technology, including, but not limited to, the purchase of products or services or the use of personal devices while on or near school property, including school-sponsored activities. This includes the use of technology resources via off-campus remote access. Users will be financially liable for any damage resulting from negligence or misuse.

Updated 5/11/18