# WESLEYAN CHRISTIAN ACADEMY
## Acceptable Technology Use Policy

## Student Guidelines for Acceptable Use of Computers

In order to create a safe environment on our school campus and online, Wesleyan Christian Academy (WCA) has adopted the following acceptable use policy pertaining to computer and technology usage. Any student not adhering to these guidelines may have their computer privileges revoked.

1. Classroom computers and mobile labs are the property of Wesleyan Christian Academy and should be treated as such. When using a WCA computer, students cannot change settings or install new applications or software.
2. After using a WCA computer, students should finish their work, exit all applications, and properly log off.
3. WCA students may only use computers at the discretion of and under the supervision of their teachers. Students are not allowed to use WCA computers for non-academic purposes without prior permission from their teacher.
4. WCA students may not use their personal computers or other electronic devices to access the internet, either wired or wireless, while on the WCA campus without prior permission.
5. WCA students are provided with a wcatrojans.org Google Education Apps and Gmail account. These accounts are created and managed by WCA.
    a. A student's wcatrojans.org email account can only be used for the following purposes:
        i. student-to-teacher correspondence/communication.
        ii. accessing and/or submission of class assignments and/or materials.
        iii. creating accounts for class-related web-based tools, such as: blogs, wikis, podcasts, etc.
        iv. student-to-student correspondence/communication during collaborative class activities and/or projects.
    b. A student's wcatrojans.org email account cannot be used for the following purposes:
        i. unauthorized personal communication of any kind.
        ii. bullying or harassing other students or individuals.
        iii. sending inappropriate content or language.
        iv. any other activity deemed inappropriate by WCA.
6. WCA students will not share usernames, passwords, or other account information with other individuals.

## Content Filtering Policies

WCA uses content filtering software on its network to block explicit material and content inappropriate for students to access. Teachers may impose other rules or limitations on student internet usage, and students will be expected to abide by those. However, parents and students should understand that no system of content filtering or teacher supervision is perfect, and students may on rare occasions encounter unapproved content. To handle such situations, WCA emphasizes discernment in educating students about digital citizenship and internet safety. Students are expected to report any unapproved content or unauthorized internet usage, and when such instances are discovered or reported, WCA faculty and staff will take steps to update the content filter or take any necessary disciplinary action accordingly.

Please fill out the following form and return it to Wesleyan.  The student's wcatrojans.org email account will be created after this form is processed.

## ACKNOWLEDGEMENT OF UNDERSTANDING

_____          _____
Printed Student's Name (First, MI, Last)          Grade/Expected Graduation Year


_____          _____
Student's Signature (Required)          Date


_____          _____
Parent's Signature (Required)          Date