

ACCEPTABLE USE POLICY

Each student is expected to be responsible and honest, use common sense, and practice proper etiquette. GEO Academy Schools have invested significantly in hardware and software to prepare Scholars for today and tomorrow's world. Because its Technology Resources are not unlimited, the School also has instituted restrictions to preserve these resources, such as placing limits on use of bandwidth, storage space, and printers. Scholars must protect this investment. In order to comply, the following rules are in effect:

- Scholars are prohibited from engaging in actions that are **illegal** (such as libel, slander, vandalism, harassment, theft, plagiarism, inappropriate access, and the like) or **unkind** (such as personal attacks, invasion of privacy, injurious comment, and the like) when using School issued Technology Resources.
- It is a **federal crime** to unlawfully copy software; any Scholar attempting to copy the School's software and/or multi-media materials will be referred to the School's administration and law enforcement for disciplinary consequences.
- Scholars shall not use any technology (including social media) to **bully, demean, or injure** others.
- Scholars have no right or expectation of privacy when using School issued Technology Resources (including but not limited to privacy in the content of their personal files, e-mails and records of their online activity when using the School's hardware, software, computer network and/or Internet connection).
- **Tampering** with or **vandalizing** any part of the hardware or software will result in disciplinary consequences. Families will be **financially responsible** for any damages caused to the equipment.
- Using any commands on any computer or other device that could alter the operations of any part of the computer system, including the default settings, will result in disciplinary consequences.
- The downloading of programs from any source is strictly prohibited.
- GEO Academy Schools may issue a 1:1 device to a student to allow learning beyond the traditional school day. As such, some students may be given a school owned device to use. When given the device there will be detailed guidance on the safe and appropriate use of the device as well as possible financial penalties if the device is damaged.

Only students enrolled at the CCC will be issued a school-owned device to use while in school and for college classes.

Consequences for Misuse

- a. First Offense: Changing computer configuration, deliberately accessing another student's account, deliberately harming any of the equipment, or surfing the web without an educational assignment will result in the parent being called and the student losing all computer privileges for a specified period of time outside of the usage necessary for the basic curriculum.

- b. Repeat offenders and/or students who deliberately access pornographic materials from the Internet will lose all computer privileges and progressive discipline will follow which may include, but not limited to, being suspended out of school.
- c. Any scholar who causes damage to a device may be charged to repair the device

ALL 21st CENTURY STUDENTS: Please detach the following sheets from the handbook and turn directly into the front office for each enrolled student.