

# TRINITY LUTHERAN CHURCH BOARD OF CHRISTIAN SCHOOL POLICY MANUAL

## Technology Moral and Ethical Use Policy

Adoption Date: 9/95  
Last Review: 9/3/98 1/9/03 8/14/03  
Last Revision: 9/3/98 8/14/03

Iowa Code:

Students will be held responsible for their actions and activity while using technology at Trinity.

1. Technology will be used in ways consistent with our school philosophy and the Christian faith we profess.
2. Technology may not be used to harm other people.  
Examples: Harassing or degrading messages  
Bearing false witness or spreading rumors  
Posting anonymous messages or personal communications without the original author's consent
3. Students may not interfere with other's computer work.  
Degrading or disrupting equipment, software, or system performance.  
Vandalizing the files of others.  
Changing system settings, using obscene or inappropriate file names.
4. Students will store files only as directed and approved by the teacher.
5. Students may not snoop in other's computer files (invading the privacy of others).
6. Technology may not be used to steal.  
Violation of copyrights or other contracts  
Using the work of others and calling it your own
7. Students may not use the resources of others without permission.
8. Technology resources may be used only with the teacher's permission.
9. Teachers may review student files at any time.
10. Students may not load software or files into school computers without the teacher's permission.
11. Students and their families are responsible for any financial expenses resulting from improper technology use. This includes payments to staff members for their time to

correct problems due to abuse. Violations of this policy will also lead to loss of technology privileges, detention, and/or suspension (which could lead to expulsion).

### **Internet Use**

1. Students will not post personal contact information about themselves or other people.
2. Students will not attempt to gain unauthorized access to sites on the Internet.
3. Students will not use obscene, profane, rude, threatening, or disrespectful language.
4. Students will not download large files without teacher approval.
5. Students will not plagiarize works they find on the Internet. If used, these works must be properly attributed to the owner of the property.
6. Students will use the Internet to access material in ways which is consistent with our school philosophy and the Christian faith we profess.
7. Violations of this policy will lead to loss of technology privileges, detention, and/or suspension (which could lead to expulsion).