Blackhawk Christian School (hereafter BCS) provides students and staff access to technology resources seeking to better accomplish our mission, goals, and objectives. Electronic information and research skills are fundamental in the shaping of tomorrow’s leaders, decision-makers and team participants. While online resources provide enhanced opportunities for both learning and communication, the increased responsibility impacts all parties; students, teachers, staff and families. BCS policies are intended to promote the most effective, safe, productive, and instructionally sound use of networked information and communication tools. Our goal is to promote responsible, ethical, respectful and academically honest practices acknowledging that one of our Core Values states that “The inspired Word of God is the source of truth and is applicable to all areas of life.” (II Timothy 3:15-17)

1. **BCS Use Policy**
   I understand that BCS:
   a. Does not guarantee uninterrupted service.
   b. Makes no warranties of any kind for the technology service.
   c. Cannot be held liable for any damages suffered whether from delays or inability to access servers, loss of data, inability to deliver data or files or a bad delivery of such, or interruptions in service for any reason.
   d. Cannot be held liable for obligations arising from unauthorized use of the BCS network.

2. **Protection of Privacy**
   I understand and acknowledge that:
   a. I have no expectation of privacy within the BCS Computer Network System.
   b. Authorized personnel may access my e-mail, files or monitor my activity on BCS Computer Network.
   I agree:
   a. To make every reasonable effort to keep my password secure from others.
   b. **NOT TO** divulge personal information about students to unfamiliar persons or organizations. Such personal information includes name, address, phone number, picture, credit card numbers, password, or other confidential information.
   c. **NOT TO** impersonate another person or misrepresent any affiliations with a person or entity.
   d. **NOT TO** attempt to obtain the password of another or log on with another member’s account.

3. **Protection Of The Integrity And Security Of All Electronic Resources**
   I understand that BCS:
   a. Takes precautions to restrict access to objectionable material online, but it is not possible to have full control over access to resources and materials on the internet.
   b. I am responsible for students in my classroom and their activities online.
   c. Reserves the right to block content that negatively impacts the academic performance of students.
   d. Cannot be held liable for breaches of filtering.
   e. Will consider any breach of the Teacher Responsible Use Policy as a discipline matter and will take appropriate disciplinary action.
   I agree:
   a. To observe all network security practices, not attempting to bypass content filtering.
   b. Monitor students’ online activity.
   c. To report security risks or violations to the Help Desk.
   d. **NOT TO** intentionally destroy or damage data, networks, or other resources.
   e. **NOT TO** load or copy any software without permission of authorized school personnel.

4. **Respecting And Practicing The Principles Of Community**
   I agree:
   a. To communicate only in ways that are appropriate, kind and respectful.
   b. If I have reason to believe that a student is involved in unauthorized use, I will take disciplinary action.
   c. **NOT TO** intentionally access, transmit, copy, or create material, including photos, that violate the school’s code of conduct including but not limited to: messages that are pornographic, vulgar, profane, threatening, rude, discriminatory, or intended to harass.
   d. **NOT TO** use BCS Computer Network for any illegal discussions or activity. Such activity includes purposely sending a virus-infected file or exchanging commercial software or files that are considered illegal in content.
5. Protecting The Intellectual Property Of Others

I understand that if my School Principal:

a. Has reason to believe that inappropriate or unauthorized use of the account is occurring, my account may be closed and my laptop returned to the school while the matter is investigated.

b. Determines that illegal behavior has occurred, legal action may be taken, and compliance reporting may be made to Federal Authorities as necessary. All provisions of this policy are subordinate to local, state and federal statute. This includes but is not limited to:
   1) Information stored on the BCS Computer Network.
   2) Information retrieved through BCS computers.
   3) Personal devices used to access BCS computer network (flash drives, phones, etc.)

I agree:

a. To cite resources, written or digital, used in my work.

b. To properly handle copyrighted material including music, video and written material; and will direct all related questions to the Help Desk.

c. Teach students the ethical use of resources

6. Care Of Laptop

I agree to:

a. Carry the laptop in an approved padded carrying case.

b. Keep laptop clear of stickers and artwork.

c. Maintain the integrity of the laptop’s two (2) bar codes and to report damaged bar codes to the BCS Help Desk as soon as reasonably possible.

d. Report problems or damage to the BCS Help Desk as soon as reasonably possible.

I have read the Faculty Responsible Use Policy and agree to follow all rules and expectations contained therein. I understand that:

a. I am responsible at all times for the care and appropriate use of my issued laptop.

b. Any violation of these rules may result in disciplinary consequences; and, in some cases, may constitute a criminal offense.

c. If I violate any of these rules, I will be subject to school disciplinary action and/or appropriate legal action.

d. The laptop remains the property of Blackhawk Christian School.

e. All repairs go through the Help Desk. Do not attempt repairs, contact Apple or repair facility.

I agree to return the laptop to BCS in the same condition it was issued to me, less reasonable wear, at the end of the school year or upon my withdrawal from BCS.

________________________________________________________________________

TEACHER NAME (PRINT)

________________________________________________________________________

TEACHER SIGNATURE ___________________________ DATE __________________