



Anchor Lutheran School

Acceptable Use Policy

Updated: August 2025

PURPOSE

Computers and related technology are extremely valuable tools for education. One of this school's purposes is to encourage the proper use of computer-related technology, including accessing the Internet. Students and all users of computer technology have a responsibility to use these tools properly and in accordance with the policy described in this document.

GOALS

- To provide a variety of electronic and interactive tools to help students and teachers develop the ability to evaluate and synthesize information from a variety of sources.
- To enable students and teachers to work effectively with various computer and communication technologies.
- To encourage critical thinking and problem solving skills that are needed in this increasingly electronic and global society.
- To guide students toward God-pleasing choices concerning the use of available technology.

RESPONSIBILITIES OF THE USER

It is the responsibility of the user to utilize Anchor Lutheran technology and Internet access only as instructed by educational staff. Use of technology is a privilege that can be revoked at any time as a result of inappropriate use.

ACCEPTABLE USE

1. All use of the Internet at Anchor Lutheran is to be in support of education and research and must be consistent with the mission of a Christian school.
2. Any use of the Internet to facilitate illegal activity is prohibited.
3. Any use of the Internet for commercial or for-profit purposes is prohibited.
4. Any use of the Internet for advertisement or political lobbying is prohibited.

5. Downloading information or research, whether public domain or copyrighted, and submitting it as one's own original material is plagiarism and will result in appropriate consequences.
6. Vandalizing the data and/or technology of other users is prohibited.
7. Hate mail, harassment, discriminatory remarks, cyberbullying, and other anti-social behaviors are prohibited.
8. The illegal installation of copyrighted software for use on school computers is prohibited.
9. Use of the Internet to access obscene or pornographic material is prohibited.
10. Use of the Internet to transmit material likely to be offensive or objectionable to recipients is prohibited.
11. Posting of anonymous messages is prohibited.
12. Email use at Anchor Lutheran shall be limited to legitimate school educational purposes, and shall be conducted only through school-arranged student email accounts.
13. Any attempt to circumvent system security, network security, or the Internet filtering system is prohibited.
14. Users will not repair, reconfigure, modify, or attach external devices to school technology unless under the specific direction of a school staff member.
15. No content created and stored on the school hardware or school authorized online accounts may be considered private. School personnel have the right to monitor and review all data stored on school hardware and school authorized online accounts, at any time.

EXPECTATIONS OF DIGITAL CITIZENSHIP

1. I will show respect for myself and others through my actions online, both inside and outside of school. This includes any personal technology I may possess.
2. I will not use my school/personal technology to bully, harass, or otherwise degrade my peers.
3. I will abstain from vulgar or obscene language on all technological platforms.
4. I will consider the images and information I post online, as I recognize that personal information posted online is both public and permanent.
5. I will report any inappropriate online behavior or attacks both at school and outside of our school community.

6. I will ensure that the information, images and materials I post online will not put me at risk (ex. personal information).
7. I will act with integrity and apply Christian ethics and values to all actions related to my use of the Internet.

PENALTIES

Failure to comply with the above policies will result in the loss of technology for a determined length of time, based on the severity of this infraction.

SCHOOL RESPONSIBILITIES

1. The school will maintain appropriate filtering hardware and/or software to protect students from inappropriate Internet content while using the school network.
2. The school will log Internet use and periodically monitor sites that students access and attempt to access.
3. The school reserves the right to bar access to the Internet in order to prevent unauthorized activity.
4. The school will **not** be responsible for any damages a user may suffer, including loss of data.
5. The school is **not** responsible for the accuracy or quality of information obtained through the Internet.

GOOGLE APPS FOR EDUCATION

Anchor Lutheran School currently utilizes Google Apps for Education for some aspects of its educational program. This requires the creation of student accounts. These accounts, which will be accessible by students both at school and elsewhere, are intended for school usage only. Personal information concerning students given to Google by the school for account creation is protected by federal privacy laws and will not be used for other purposes. The bare minimum of required information will be submitted in the creation of these accounts. At this time, Google only requires student names.

SCHOOL-ISSUED CHROMEBOOKS

The current software in place for monitoring student activity while utilizing Anchor technology is Securly. Securly was chosen because we share the vision of a safer, more productive digital world for our students. From web filtering, to device management, to self-harm detection, Securly is dedicated to keeping young minds healthy, engaged and inspired.

1. Upon receipt of a school Chromebook, the student accepts responsibility for careful and appropriate use of the computer. Damage caused beyond expected wear and tear will result in repair or replacement costs. It will be the

responsibility of the parents/guardians of that child to cover the cost of the damages. The Chromebook units are warranted for malfunction and/or defect that may occur despite careful and appropriate use.

2. Keep food and liquids away from the Chromebook at all times.
3. All accounts and software added to the computer are to be done by school staff members only. A student is **not** to attempt to create or add additional accounts to the Chromebook computer.
4. Students may add additional Wi-Fi access information to the Network settings, allowing Internet access when using outside of school (such as at home). This is encouraged in order to allow greater student productivity.
5. Should a student's Chromebook become lost or stolen, the family will be charged for its replacement.

Please sign and return the Signature Page below.

Anchor Lutheran School Acceptable Use Policy Signature Page

I have read and discussed the Acceptable Use Policy with my Child/Parent. I understand a copy of this document is also available for my review on the school website, ALSalaska.org. I agree to abide by and support the Policy.

Student Signature

Date

Parent/Guardian Signature

Date