

Cornerstone Christian School

Computer Usage and Internet Policy

2022-23 School Year

In accordance with the “Children’s Internet Protection Act” (CIPA), Cornerstone Christian School has established a School Computer Usage & Internet Safety Policy. This policy applies to all faculty, staff, and students at Cornerstone Christian School in New City, New York.

On-Site Computer Usage and Internet Access

- Internet access is occasionally provided to students in grades K to 8 for educational purposes only during their Computer Instructional Session.
- Inappropriate matter (including and not limited to obscene, child pornography, and harmful images) on the Internet is blocked from CCS students with Internet Web Filtering on the server. All website searches are done with ‘Safe Search’ and other kid-friendly web browsers.
- Internet access is additionally monitored by the teachers in classrooms and the technology instructor in the computer lab during student computer instructional sessions.
- All educational websites are pre-tested prior to each student computer session.
- All pop-ups are blocked with the Pop-up Blocker Settings set at ‘High’.
- Teachers of Grades K to 8 are responsible for monitoring students while using any classroom computer.
- Teachers and staff are strictly prohibited from emailing students or communicating with students using text messages or any social networking. All school related communications are to be directed to parents/guardians of students only.
- Students are not permitted to use personal email or to participate in any social networking, including but not limited to Facebook, Twitter, Snapchat, Instagram or texting while they are using school computers. School/Student email accounts will be setup by the Technology Instructor and provided to the students using the Tech Lab in the Portables.

Standard of Internet Usage

Teachers/Instructors will educate students about safe and unsafe interaction while on the Internet. Students will be instructed that they should never give their name or address to anyone on the computer that they do not personally know. Students will be educated about appropriate Internet conversations and understanding how to recognize 'bullying' on a computer, otherwise known as 'Cyber Bullying'.

Student Responsibility

Students are responsible for appropriate behavior on the school computers as they are for general school rules that apply to behavior and communications. It is expected that all students will comply with the Cornerstone Christian School standards and the specific rules set forth below. The use of the computers and the Internet is a privilege, not a right, and may be suspended or revoked if abused. Each student is personally responsible for his/her actions in accessing and utilizing Cornerstone computer resources.

- **Plagiarism/Copyright Laws**

Students are prohibited from downloading any commercial software, shareware, freeware, etc. onto the school computers. Students are not allowed to copy and use information in their work that violates copyright laws. Students will be instructed that they should assume that all material they find in documentation is copyrighted and copying the information created by someone else is both morally and legally wrong.

- **Inappropriate materials or Language**

Students are responsible for the words they type in reports while using the computers in school. Profane, vulgar, or impolite language should not be used to communicate a story, a poem, or any report that is required of them from their

teachers. Students will use 'Clip-Art' and images that are limited to the Microsoft Clip-Art Gallery and Clip-art that has been installed on the computers by the teacher/instructor.

- **Privacy**

Program folders and files are created for each student while using an application in the Computer Lab. These folders/files are unique to each student. Students may only 'Login' or 'Sign-in' with their first name and the first initial of their last name. Students are not to login or sign-in a program using any name other than their own. Students are to respect their classmates and not attempt to read/write in the files of other students.