

## **Technology Use Policy**

InHouseGA Technology Use Policy pertains to all students, parents, participants and staff who utilize any of the homeschool's technology resources. This information is also available in the Student booklet as well as the website under policy, rules, and regulations inshaAllah.

- Section 1 - Acceptable Use Policy
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### **Section 1 - Acceptable Use Policy**

The intent of this policy is to ensure that ALL uses of the homeschool's computer network are consistent with the mission statement, strategic plan and homeschool graduation criteria. Such access serves as a natural extension of the educational lessons learned within the classroom by:

- Providing access to educational resources and reference materials.
- Reinforcing the specific subject matter taught.
- Requiring the use of critical thinking skills.
- Promoting tolerance for diverse views.
- Teaching socially appropriate forms of civil discourse and expression.

This policy does not attempt to define ALL required or prohibited behavior by users, but rather an operating framework for the user to follow. Each user MUST exercise good judgment and appropriate conduct. For purposes of this policy, the homeschool's "computer network" includes all the InHouseGA computers and peripheral equipment (including, but not limited to, telephones and printer machines), the homeschool's local and/or Wi-Fi network, and access to the Internet through homeschool computers or the homeschool's local and/or Wi-Fi network using individual devices.

### **Section 2 - Opportunities and Risks of Computer Network Use**

InHouseGA homeschool believes the value of information, interaction and benefits that access to the homeschool's computers and the Internet offers far outweighs the potential hazards of its use, and that more would be lost by not providing its students, faculty and staff access to this technology and information.

An inherent risk of making these global network resources available is that some users might encounter sources that could be considered controversial or inappropriate. Because global information resources are transitory and uncontrolled, the homeschool cannot predict or totally control what users may or may not locate or come across. The homeschool has chosen, on a "best effort" basis, to limit access only to educationally appropriate resources. This "best effort" basis would include, but not be limited to, the following:

- Staff supervision
- Security software
- User training

InHouseGA homeschool does not support or condone access to educationally inappropriate resources. Users MUST utilize good judgment when accessing global information resources and be wary of the integrity and content of the information resources, regardless of the source of the technology.

The homeschool may provide students with a student e-mail account that can be accessed through any computer with Internet access. The homeschool may review all files, including electronic communications, which are created on, stored on or sent to, from or via the computer network. The homeschool reserves the right to participate and cooperate fully in any investigation requested or undertaken by either law enforcement authorities or a party alleging to have been harmed by the use of the homeschool's computer network. Evidence of illegal activity may be reported or turned over to appropriate authorities.

No use of the homeschool's computer network is guaranteed to be error free and totally dependable, therefore it cannot be held liable for any unforeseen difficulties that may arise. The homeschool cannot be held accountable for information that is retrieved through the use of technology.

### **Section 3 - User Conduct and Responsibilities**

Guidelines for access to the homeschool's computer network within this document apply to ALL students, parents, administrators, faculty, staff, participants and other employees of the homeschool. These guidelines are not all-inclusive. A user who commits any act of misconduct not specified may also be subject to disciplinary action. Disciplinary actions are consistent with homeschool policies governing such behavior, such as its policy on student behavior.

The homeschool's computer network is part of the educational curriculum and not intended to be used as a public forum for general use. Access to the computer network is a privilege - not a right - and carries with it responsibilities. ALL users of the homeschool's computer network are expected to abide by homeschool policies and rules of behavior. These guidelines are provided here so that users are aware of the responsibilities that the use of technology places upon them.

Users have the opportunity to access the homeschool's computer network for educational or professional purposes only. Exercising that privilege requires that the user accept the responsibility for all material they access, view, download and/or produce. It is necessary for users to evaluate the validity of the information they access via the homeschool's computer network and acknowledge the source of information when appropriate.

ALL users of the homeschool's computer network are representatives of InHouseGA home school and should act accordingly. Guidelines for acceptable use include, but are not limited to, the items listed below.

#### **Users will:**

- Use appropriate language.
- Avoid offensive or inflammatory dialogue.
- Adhere to copyright rules and assume that any software that they did not create is copyrighted (unless it is labeled “freeware” or “public domain”).
- Not reveal any personal information (i.e., address, phone number, etc.) for themselves or others.
- Note that e-mail is not guaranteed to be private.
- People who operate the school information systems do have authorized access to e-mail; others may have access if authorization has been provided by appropriate school personnel.

**Use technology only for legal activities.**

- Be responsible at all times for proper use of their access privileges and avoid impersonation, anonymity or unauthorized sharing of security measures and/or their account(s).
- Take responsibility for any technology related activities that they borrow or are used under their account or password. Maintain integrity of technological resources from viruses, physical abuse, potentially damaging messages, etc.
- Respect the rights of others to utilize technological equipment by not utilizing it for non-school purposes.
- Abide by any and all policies and procedures of networks, systems and information resources linked by and through school technology.

Misuse of the homeschool’s computer network constitutes gross disobedience or misconduct and is unacceptable. Examples of this misuse are any that:

- Disrupt the proper and orderly operation and discipline of the school.
- Threaten the integrity or efficient operation of the homeschool’s computer network.
- Violate the rights of others.
- Are socially inappropriate or inappropriate for a student’s age or maturity level.
- Are primarily intended as an immediate solicitation of funds.
- Are illegal or for illegal purposes of any kind.

Use of the district’s computer network for any unacceptable use will result in the suspension or revocation of computer network privileges, disciplinary action, and/or appropriate legal or financial action.

Examples of homeschool computer network misuse that will result in disciplinary action include, but are not limited to, the following:

- Using obscenities or inflammatory dialogue.
- Taking any steps that threaten, or which may be reasonably interpreted to threaten, any person, group of persons, building or property with harm, regardless of whether the user intends to carry out such a threat.

- Harassing other users.
- Using another user's account(s).
- Misrepresenting one's self as another user.
- Violating the rights of others or their privacy and safety.
- Accessing, viewing, downloading, displaying, transmitting, creating, or otherwise possessing or disseminating material that contains pornography, obscenity, or sexually explicit, pervasively lewd and vulgar, indecent or inappropriate language, text, sounds or visual depictions.
- Accessing homeschool blocked Web sites, via codes or other improper routes.
- Using technology resources for personal business or commercial, private or personal financial gain, including gambling.
- Vandalizing data, programs, networks or information resources.
- Degrading or disrupting systems or equipment.
- Damaging technology hardware or software - Students will be held financially responsible for intentional damage.
- Spreading computer viruses.
- Gaining unauthorized access to resources or entities.
- Violating copyright laws or other intellectual property rights.
- Using technology resources for illegal activities.
- Accessing, using or possessing any material in a manner that constitutes or furthers fraud (including academic fraud), libel, slander, plagiarism or forgery.
- Attempting to commit any action that would constitute an unacceptable use if accomplished successfully.

Violations of these guidelines and/or homeschool policy will be dealt with seriously. Consequences may include, but are not limited to, loss of access to the district's computer network. Users are subject to additional consequences as described in the district's policies and regulations. Illegal activities may also result in referral to law enforcement officials.

#### **Section 4 - Homeschool Responsibilities and Confidentiality**

The InHouseGA Homeschool and Assistance program reserves the right to monitor and log the use of its technology and computer network, monitor network utilization by users, and examine user files and materials as needed. Therefore, users cannot expect absolute privacy from homeschool personnel as it relates to the use of the homeschool's computer network. Users must recognize that there is no assurance of confidentiality with respect to access to transmissions and files, by persons outside or from persons inside the InHouseGA homeschool program. InHouseGA reserves the right to deny individual users access to specific technology as a consequence of misuse.

#### **Section 5 - Disciplinary Actions**

Failure to comply with this policy and/or the regulations governing the use of the homeschool's computer network will result in disciplinary action. InHouseGA homeschool reserves the right to deny individual users access to the homeschool's computer network as a consequence of misuse.

**Minimum action:**

- Staff/user conference or reprimand Additional actions as deemed appropriate:
- Staff/parent contact for student misuse Referral to administration for student discipline
- Loss of access to specific technology and/or designated areas for a minimum of three days to two weeks (Note: Multiple infractions may result in extended or permanent loss of technology privileges)
- Confiscation of inappropriate item(s) Restitution/restoration
- Administrative and/or Board of Education action, including suspension and expulsion

**Section 6 - Additional Rules and Actions**

The Administrator reserves the right to establish additional rules and take appropriate actions to implement this policy.

My signature below, acknowledges that I have read this document in its entirety. That I understood the documents contents as they have been explained to me. That I have explained these rules, policies, and regulations to my child.

I accept full responsibility for following the rules, policies, and regulations for access to information technology at InHouseGA.

_____	_____	_____
Student Name	Date	Age
_____	_____	
Mother's Signature	Date	
_____	_____	
Father's Signature	Date	

THM Sadaqa Group

[www.thmsadaqagroup.org](http://www.thmsadaqagroup.org)

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