



## Section 9

# Technology Use Policies

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### ELECTRONICS ON CAMPUS

Electronics must be stored safely out of sight and may not be used during school hours, including lunch and class breaks. Electronics in use during school hours will be confiscated. Electronics are defined as: cell phones, smart watches, blue tooth connected devices, electronic games, etc.

### TECHNOLOGY POLICY

#### **Student E-Mail, Student Homepages, and Class Homepages**

Student e-mail, a student's personal web pages, and class homepages are student-generated media. They will be monitored to ensure that the content is appropriate. The use of these services is a privilege and is subject to the conditions of the *Internet Use Agreement*. Any student who violates the agreement will have his/her use restricted accordingly.

#### **Electronic Resource Acceptable Use Policy**

Lighthouse Christian School believes that our computer network and internet, with its wide variety of resources, has much to offer students. It is our goal to educate students about the efficient, ethical, and appropriate use of these resources. Within the context of our mission statement as a school, the computer network and internet will be used to meet the goals in our curriculum. Specifically, students will have the opportunity to enhance their learning through the following:

1. Accessing a wealth of resources available for reference and research.
2. Consulting with experts in a variety of fields.
3. Saving data for student projects and homework.
4. Using software programs to complete assignments and research.

Since the internet is an unregulated, worldwide vehicle for communication, information available to students is impossible to fully control. Therefore, Lighthouse Christian School created this policy governing the voluntary use of the internet in order to provide guidance to students obtaining access to this resource. It shall be a violation of this policy for any student to engage in any activity that does not conform to the established purpose and general rules of this policy. Within this general policy, Lighthouse Christian School recognizes its legal and ethical obligation to protect the well-being of students in its charge. To this end, Lighthouse Christian School retains the following rights and recognizes the following obligations:

1. To log network use and to monitor file server space utilization and content of files by students and assumes no responsibility or liability for files deleted due to violation of fileserver space allotments, questionable ethical content, inappropriate content, or other data that does not conform with the mission of the school.
2. To remove a user account from the network.

3. To monitor the use of online activities. This may include real-time monitoring of network activity and/or maintaining a log of internet activity for later review.
4. To provide internal and external controls as appropriate and feasible. Such controls shall include the right to determine who will have access to school-owned equipment and, specifically, to exclude those who do not abide by the Lighthouse Christian School acceptable use policy or other policies governing the use of school facilities, equipment, and materials. Lighthouse Christian School reserves the right to restrict online destinations through software or other means.
5. To provide guidelines and make reasonable efforts to train students in acceptable use and policies governing online communications.

### **Acceptable Use**

1. All use of the internet must be in support of educational and research objectives consistent with the mission and objectives of the Lighthouse Christian School.
2. Proper codes of conduct in electronic communication must be used. Giving out personal information online is inappropriate. When communicating online, extreme caution must always be taken in revealing any information of a personal nature.
3. Network accounts are to be used only by the authorized owner of the account for the authorized purpose.
4. All communications and information accessible via the network should be assumed to be private property.
5. Exhibit exemplary behavior on the network as a representative of your school and community. Be polite!
6. From time to time, Lighthouse Christian School will make determinations on whether specific uses of the network are consistent with the acceptable use practice.

### **Unacceptable Use**

- Giving out personal information about another person, including home address and phone number, is strictly prohibited.
- Any use of the network for commercial or for-profit purposes is prohibited.
- Any use of the network for product advertisement or political lobbying is prohibited.
- Users shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users, or misrepresent other users on the network.
- No use of the network shall serve to disrupt the use of the network by others. Hardware and/or software shall not be destroyed, modified, or abused in any way.
- Malicious use of the network to develop programs that harass other users or infiltrate a computer or computing system and/or damage the software components of a computer or computing system is prohibited.
- Hate mail, chain letters, harassment, discriminatory remarks, and other antisocial behaviors are prohibited on the network.
- The unauthorized installation of any software, including shareware and freeware, for use on Lighthouse Christian School computers is prohibited.
- Any attempt to circumvent device management software or filtering software on LCS devices or authorized student devices (such as iPads, Chromebooks etc.) is strictly prohibited.
- Use of the network to access or process pornographic material, inappropriate text files (as determined by the system administrator or Head of School), or files dangerous to the integrity of the local area network is prohibited.
- The Lighthouse Christian School network may not be used for downloading entertainment software or other files not related to the mission and objectives of the Lighthouse Christian School for transfer to a user's home computer, personal computer, or other media. This prohibition pertains to freeware, shareware, copyrighted commercial and non-commercial software, and all other forms of software and

files not directly related to the instructional and administrative purposes of the Lighthouse Christian School.

- Downloading, copying, otherwise duplicating, and/or distributing copyrighted materials without the specific written permission of the copyright owner is prohibited, except that duplication and/or distribution of materials for educational purposes is permitted when such duplication and/or distribution would fall within the Fair Use Doctrine of the United States Copyright Law (Title 17, USC).
- Use of the network for any unlawful purpose is prohibited.
- Use of profanity, obscenity, racist terms, or other language that are offensive to another user is prohibited.
- Playing games is prohibited unless specifically authorized by a teacher for instructional purposes.
- Establishing network or internet connections to live communications, including voice and/or video (relay chat), is prohibited unless specifically authorized by the Director of Information Technology.

### **Disclaimer**

Lighthouse Christian School cannot be held accountable for the information that is retrieved via the network.

1. Pursuant to the Electronic Communications Privacy Act of 1986 (18 USC 2510 et seq.), notice is hereby given that there are no facilities provided by this system for sending or receiving private or confidential electronic communications. The Director of Information Technology shall have access to all mail and will monitor messages. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.
2. Lighthouse Christian School will not be responsible for any damages you may suffer, including loss of data resulting from delays, non-deliveries, or service interruptions caused by our own negligence or your errors or omissions. Use of any information obtained is at your own risk.
3. Lighthouse Christian School makes no warranties (expressed or implied) with respect to:
  - The content of any advice or information received by a user, or any costs or charges incurred as a result of seeing or accepting any information; and
  - Any costs, liability, or damages caused by the way the user chooses to use his or her access to the network.

### **Middle School iPad Use Policy**

As part of our middle school program, Lighthouse utilizes iPads for classroom instruction. In keeping with our Mission Statement, LCS “manages” all iPads used by students, whether provided by students/parents or by LCS. We do so to ensure that the device has all the applicable apps needed for our programs. We also remove extraneous apps and features that can prove to be a distraction to the student, thereby making the iPad a “work” device.

Families may choose to provide their own device for their student or purchase one through the LCS iPad program. Regardless of which option you choose, you specifically assign to LCS the right to manage the content and configuration of the device during your student’s participation at LCS and you understand and agree that LCS will “supervise” the device using Apple Configurator, resulting in the removal of all content. LCS will add and manage (using our mobile device management software) only those applications that LCS, in its sole discretion, deems necessary for your child’s education. This configuration will remain intact for so long as your child is a student at LCS, including all school holidays, vacations, or other breaks. The initial device configuration will be done at no cost to the student/parent, however, LCS may charge a fee of \$50.00 to re-configure the device, if needed, due to loss of the initial configuration. Upon the student’s departure from LCS (because of graduation, transfer, etc.) LCS will remove the management software and reset the device to factory defaults.

Lighthouse Christian School reserves the right to change, update, or modify its technology policies and rules as appropriate.

## **TELEPHONE/CELL PHONE USE**

Students must have permission and a note from their teacher to use the office telephone. Office phone use is limited to emergency use only. Office staff will determine if the need is an emergency.

Cell phones are not to be visible or used during school hours, or while at school supervised activities, unless specific permission is given by a school supervisor. Appropriate consequences will be given if this rule is violated.

1. Upon arrival at school, each student is responsible for turning off his or her cell phone and for storing it in their locker.
2. If it becomes urgent to make a phone call, a student may go to the office and ask permission to use the front desk phone.
3. After-school use of cell phones on the school campus may be directed by a teacher or coach and should generally be limited to a quick checking of voice mail/text messages or a brief phone call. Cell phones should not be used to listen to music, check websites, watch videos, play games, etc. Students may not access the internet through the school network on their personal devices.
4. Appropriate consequences will be given if the cell phone rule is violated. Following a phone-related infraction, cell phones will be confiscated and sent to the main office to be picked up by a parent after school. Subsequent infractions will result in further consequences.

## **USE OF AI TECHNOLOGY FOR SAFETY AND SECURITY**

To enhance the safety and security of our students, staff, and visitors, Lighthouse Christian School employs advanced security technologies on campus, including the use of artificial intelligence (AI) within surveillance systems and license plate recognition (LPR) tools.

These systems are utilized strictly for safety, security monitoring, and access control. AI-enabled security cameras may include features such as motion detection, object recognition, and behavioral pattern analysis. License plate readers are used to monitor vehicle access to school grounds and ensure only authorized vehicles are present.

All data collected through these systems is handled in accordance with applicable privacy laws and school policies. The information is securely stored and access is limited to authorized personnel only. These technologies are not generally intended to be used for disciplinary purposes, unless a clear safety or legal concern is identified.

By entering school premises, individuals acknowledge and consent to being recorded and monitored for security purposes.

Lighthouse Christian School is committed to maintaining a safe and respectful environment and takes all necessary precautions to protect individual privacy while using these tools responsibly and transparently.

For questions or more information regarding these systems or related privacy practices, please contact Stephen Roddy, Head of School.