

Internet Policy

Manheim Christian Day School

This policy outlines what Manheim Christian Day School considers to be appropriate use of the Internet and the safeguards the school implements in order to insure safety and profitability to students and staff.

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Purpose

1. The purpose for Internet access at Manheim Christian Day School (MCDS) is to enhance the educational program by:
2. Allowing staff and students to access the Internet for research
3. Training students to use the Internet properly for educational purposes
4. Connecting MCDS to international information via electronic means through www.manheimchristian.org for testimonial and marketing purposes
5. Posting of creative works on the Internet by staff and students

Internet Access Security/Protection

Internet access is gained via passwords and security programs. Students working in the computer lab will be supervised by staff. Currently, the computers are not loaded with virus protection, which means staff and students must avoid clicking into any pop-ups. MCDS currently uses Wee-Blocker in order to avoid access to inappropriate websites.

Agreement Forms

Staff members are required to sign the Internet Policy Agreement Form. Each student and a parent/guardian of each student using the Internet are required to sign the Internet Policy Agreement Form. Please see the attached forms.

Email

Email privileges will be reserved for staff. Only students granted the privilege by an advising teacher will be permitted to send school-related Email. Students will have a Gmail email account (either created at home or at school) to access Google Documents for projects done for school purposes. (See information on Google Documents attached).

Copyright Laws

All staff and students will respect copyright and software laws as currently established.

Internet Supervision

Students in grades 3-8 will use the MCDS Internet access only with adult supervision and guidance. Students in grades K-2 will not be permitted Internet access unless it is teacher-initiated and supervised.

Internet Policy Agreement Form Staff & Student

Name	Grade/Position
I have read the Manheim Christian Day School Internet Policy and I will follow its guidelines. I realize that I may forfeit computer and/or Internet privileges and incur further discipline if I violate this agreement.	
Signature of Staff	Date
Signature of Student X	Date

Internet Policy Agreement Form Parent/Guardian

Name	
<p>I have read the attached Internet Policy and I hereby release MCDS, its personnel and any institutions with which it is affiliated, from any and all claims and damages of any nature arising from my child's use of, or inability to use, the MCDS computer system, including, but not limited to, claims that may arise from the unauthorized use of the system to purchase products or services or exposure to potentially harmful or inappropriate material or people. I understand that I can be held liable for damages caused by my child's intentional misuse of the computer system.</p> <p>I will instruct my child regarding any restrictions against accessing material that are in addition to the restrictions set forth in the Internet Policy. I will emphasize to my child the importance of personal safety and following Christian values.</p> <p>I understand that my child may be accessing information from the Internet, receiving Email through a class account and engaging in other educational activities.</p>	
<p>I hereby</p> <p><input type="checkbox"/> grant permission</p> <p><input type="checkbox"/> do not grant permission</p> <p>for my child to have access to the Internet and will respect the Manheim Christian Day School Internet Policy.</p>	
Signature of Parent	Date
Address	Daytime Phone