

## Technology Policies

Shenandoah Valley Academy (SVA) partners with parents and guardians to ensure that students are using technology appropriately. Students are responsible for appropriate behavior with all forms of technology and electronic communications, including those which access the SVA Network and those which are accessed independently.

### Acceptable Use Policy

SVA offers students access to the school's computer network, school email, and internet servers (collectively, the "SVA Network"). It is expected that students will comply with SVA standards and the specific rules set forth below. The use of the SVA Network is a privilege, not a right, and may be revoked if not used in compliance with this policy.

The school monitors and logs the use of the SVA Network and reserves the right to examine, use, and disclose any data accessed, uploaded, downloaded, stored, or otherwise transferred using or relying on the SVA Network. SVA will exercise this right in ways it determines, in its sole discretion, are necessary to implement this policy or otherwise protect and ensure the health, safety, discipline, and security of any student or other person, or to protect property. Any individual who uses the SVA Network has no expectation of privacy and expressly waives any such expectation of privacy by signing and agreeing to this policy.

### Rules & Guidelines

- Students are not permitted to have their own computers, televisions, DVD players, iPads or gaming systems (PlayStation, Xbox, Nintendo, etc.). Please leave these devices at home. Any device with movies on it may be confiscated at the dean's or administration's discretion.
- Do not use the SVA Network to engage in activities that are not in agreement with SVA policies and code of conduct (See Student Life and Behavior and Accountability sections). This includes, but is not limited to: viewing inappropriate videos, **any** television programming or movies, or gaming.
- Use only assigned accounts and do not share passwords with others. Any use of your account(s) is your responsibility.
- Respect the privacy of others and do not share personal information, photos, audio recording, or video recording of another person without their consent.
- Do not download, install, or run any unauthorized software or material on the SVA Network.
- Do not violate any laws, including but not limited to, laws regarding copyright infringement and illegal computer access.
- Do not attempt to modify any SVA Network settings or attempt to bypass any restrictions on the SVA Network.
- Do not use the SVA Network to harass, threaten, or bully others.
- Report violations of this policy, security risks, or inappropriate content to a staff member immediately.

### Consequences

Students in violation of SVA's Technology Acceptable Use Policy may be subject to any of the following:

- Loss of, or additional restrictions on, access to the SVA Network.
- School disciplinary action, which may include suspension or expulsion.
- Cooperation with local authorities regarding any violation of local, state, or federal laws. SVA will, to the best of its ability, comply with all applicable reporting requirements regarding illegal activity.

### Cellphone / Digital Device Policy

This policy was adopted following a process involving parents, administration, faculty, the SVA Student Senate, and the SVA Board of Trustees. It is an honest effort to protect students and to combat the rapid increase in the use of pornography, screen and gaming addictions, cyberbullying, anxiety disorders, and attention deficit problems.

- Students are not permitted to have their own computers, televisions, DVD players, iPads or gaming systems (PlayStation, Xbox, Nintendo, etc.) or more than one cellphone. **Please leave these devices at home.** Any device with movies on it may be confiscated at the dean's or administration's discretion.
- All cell phones/digital devices are to be registered with the respective dean. Students using an unregistered or additional phone are subject to discipline.

- Cell phones or other digital devices are not to be seen, heard or used in the administration building, other class settings, or the cafeteria at any time. Note: Day students who need to use their phone to contact parents may request permission from a staff member and do so in his/her office and in his/her presence.
- Cellphones are to be in the possession of the dormitory deans each night and during specified Sabbath hours.
- **Cell phone usage may be restricted at times and places not specified here.**

Unacceptable Cellphone/Digital Device Usage includes, but is not limited to:

- Using earbuds or other listening devices outside of the dormitories.
- Viewing inappropriate videos, **any** television programming or movies.
- Inappropriate video gaming or extensive video gaming of any kind.

#### Accountability

- Student cellphones must have installed the specified internet safety and mobile device management app / software. For Apple devices, SVA will enable and fully manage the built-in screen time feature. For all devices, SVA will install and manage a mobile device management app. Attempting to remove, bypass, or modify the accountability measures will be a violation of this policy.
- A student must give any faculty or staff member his or her phone upon request. If a phone is taken, it will be turned over to an administrator or head dean. The student must provide his/her phone passcode to his/her respective head dean or an administrator upon request.

#### Education

Shenandoah Valley Academy will seek to educate students regarding the importance of good choices in online content, social media, and entertainment.

#### Consequences

Students in violation of SVA’s Cellphone/Digital Device Policy may be subject to any of the following:

- Confiscation of cell phones/devices.
- School disciplinary action, which may include suspension or expulsion.
- Cooperation with local authorities regarding any violation of local, state, or federal laws. SVA will, to the best of its ability, comply with all applicable reporting requirements regarding illegal activity.
- Routine offenses of this policy may result in the following discipline:
  - 1<sup>st</sup> Offense—Loss of cell phone for 24 hours
  - 2<sup>nd</sup> Offense-- Loss of cell phone for 1 Week and a Letter of Advice
  - 3<sup>rd</sup> Offense-- Loss of cell phone for 1 month and a Letter of Warning
  - 4<sup>th</sup> Offense-- Loss of cell phone for the remainder of the school year.
- Any student who turns in to the dean a phone that is either a second phone or a “fake” phone in order to keep his/her own phone overnight will have the “real” phone taken for a month—first offense. Second offense—the remainder of the school year.

\_\_\_\_\_ (initial)

Parents agree to submit the following information.

I \_\_\_\_\_ (please print) understand that if I send my child to SVA with a smart phone, I am limiting the ability of the school to ensure a safe, Adventist Christian environment. I have read and understand the Acceptable Use Policy and Cellphone/Digital Device policy.

I  am  am not sending my child to SVA with a smartphone.

My student has  limited  unlimited cellular data on their smartphone.

I  have  have not configured parental controls on my student’s cell phone.

If so, which restrictions/software \_\_\_\_\_

Parent’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student’s Name: \_\_\_\_\_