

4MACS Acceptable Use of Technology Policy

Purpose

The purpose of this Acceptable Use of Technology Policy is to establish clear expectations for the responsible, safe, and appropriate use of technology at 4MACS. Technology is used to support instruction, student learning, communication, and school operations in alignment with the school's mission, values, and educational program.

Scope

This policy applies to all students, staff, volunteers, and any individuals who use school-owned or school-managed technology resources, including but not limited to computers, Chromebooks, tablets, classroom displays, internet access, and educational software.

Guiding Principles

Technology at 4MACS is a learning tool. Its use is (1) educational in purpose, (2) developmentally appropriate, (3) supervised by school personnel, and (4) aligned with Christian values, respectful behavior, and responsible decision-making.

Student Use Expectations - Students are expected to:

- Use only assigned accounts
- Keep food and drink away from computers
- Use technology for educational purposes only, as directed by school personnel
- Follow teacher instructions when using devices or digital resources
- Be gentle with computer and handle devices and equipment with care
- Use appropriate language and conduct when engaging with digital content or platforms
- Respect the privacy and work of others
- Report security risks or violations or any problems to school personnel
- Inform staff immediately if something breaks

Students may not:

- Access inappropriate, unsafe, or non-educational content
- Attempt to bypass security settings or filters
- Use technology to harass, bully, or harm others
- Download or install unauthorized software or applications

Instruction in Responsible Use

Students receive direct instruction in responsible technology use, digital citizenship, and appropriate online behavior as part of classroom instruction. Expectations are reinforced regularly through modeling, discussion, and corrective guidance as needed.

Supervision and Monitoring

February 9, 2026

Technology use at 4MACS is protected by a firewall and DNS filtering and is supervised by school personnel during instructional time. Staff actively monitor student use of devices, applications, and online resources to ensure appropriate and responsible use. Staff have the right to examine, use, and disclose any data found on the school's information networks in order to further the health, safety, discipline, or security of any student or other person, or to protect property. Rocky Mountain Conference staff monitor the use of all computers and Chromebooks. They have the ability to retrieve information that is erased.

Access to technology may be limited or adjusted based on age, maturity, and instructional needs.

Care of Equipment

School-owned technology equipment must be used responsibly and handled with care. Damage resulting from misuse may result in loss of privileges and/or financial responsibility as determined by school administration.

Violations and Consequences

Failure to follow acceptable use expectations may result in consequences ranging from a simple instructional interview and guidance, to loss or restriction of technology privileges, Parent/guardian notification, and other corrective actions. Consequences are determined by school administration and are aligned with the school's approach to student accountability and growth.

Staff and Volunteer Expectations

Staff and volunteers are expected to model appropriate technology use, supervise student use responsibly, and follow school guidelines when accessing or using technology resources.

Policy Review and Updates

This policy will be reviewed periodically and updated as technology use and instructional needs evolve.

I have reviewed this policy and acknowledge and understand my obligations:

Student

Date

Parent

Date

4MACS Staff

Date

February 9, 2026