



## **Virtual Classroom School Policy Updates**

As this current emergency, which was intended for a short-term duration of home-based education, continues it is now shifting to a realization that, for many, this will be the new normal for this school year. With that in mind, we believe this shift from a limited duration closure mindset to a new normal also requires us to better address lingering issues. We are providing a sample technology updated use notice for parents. This notice is intended to be used in conjunction with your other technology use policies and expectations which should also be revisited and revised with this new normal in mind. If you are allowing school owned devices to be used at home, there should be a policy and signed documentation on the expectations (including the dangers) of how that tool is being used and what can be done with it. If you are not providing the equipment, you should still explain how the school will handle recordings of electronic sessions. This document is to inform families of the school's practices with home-based learning that will likely continue through the end of this school year.

### **Updated Notice on Technology Use**

We are sending you this parental notice to keep you updated on the different ways we are using technology with your student during this unique time in our nation's history. From time to time we may capture teacher/student interactions in groups or one-on-one check-ins via virtual classrooms and other platforms being used for official school use. The capturing of these interactions is being done to further the educational goals of the school and as an accountability review of engagement of student-to-student and staff-to-student. These records are for school/classroom use only and will not be posted publicly. These are not public records but are educational records used in limited circumstances that further educational outcomes. Their storage is maintained by the school, not individual teachers, and will be destroyed after they have served their educational purposes and within a reasonable time period in accordance with the school's policies. Just as the school will not publicly post captured data, nor publicly

share links to such virtual classrooms we ask families also abide by these same standards and not share information and content not intended for use outside the school/classroom.

Please note that access provided to school property, accounts and platforms should be used only for their intended, school related, functions. Misuse or abuse of such access is a violation of the school's policies. School expectations of how we treat ourselves and others have not changed and are still expected online.

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Association of Christian Schools International  
731 Chapel Hills Drive  
Colorado Springs, CO 80920  
Phone: [719.528.6906](tel:719.528.6906)  
[ACSI.org](http://ACSI.org)