

Academy of Careers and Technology

Institution's Technical Infrastructure Plan



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Preparing Students for Their Future

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At the Academy of Careers and Technology, we take the security of institutional data seriously. Every school employee is trained yearly on FERPA and written acknowledgment is obtained that any student information will not be released unless properly verified that student information can and would be released to the appropriate individual(s) or organization.

All employees with access to technology and the network are trained on and must agree and sign a Technology Use Consent form. This form will also be signed by every student before access to the school technology and network. This consent form is specific and outlines what users can and cannot do while using the network and technology within the school. Any violation of the Technology Use Consent form by either student or employee can/will result in disciplinary action and/or dismissal depending on the violation and damage caused by their actions.

On a larger scale, any device that is connected to the school network/internet is going through two different filter systems. Both of these filter systems are through a company called GoGuardian. The Raleigh County School District, which provides our network/internet access also locally uses a local filter to secure data. The West Virginia Department of Education also has a filter in place that must be passed in order to secure access to our network/internet. In addition to these multiple filters in place, each server in our school and district has a firewall set up on it to help assist with the security and privacy of data within our network system. All of these items are in place to help ensure the privacy, safety and security of data at the Academy of Careers and Technology.

Incident IQ is available to all employees to submit tickets for technology repairs/upgrades or to request new equipment.

This plan is evaluated annually and revised as necessary. This plan is readily available on the Plans page on the school website.