

Acceptable Use Policy for Network Use

Grade 5 - 12

Today's digital environment provides staff and students with a multitude of opportunities to be a part of digital culture that connects people to a broader local and global context. The ability to utilize technology to create authentic and powerful teaching and learning experiences requires strong policies to guide practices. Seine River School Division believes that for staff and students to participate fully, safely and ethically a clear statement of responsibilities and digital opportunities must be defined. We believe that effective and sustainable processes of technology integration will enable all users of our computer network (computers, software) and Internet system, herein referred to as the (the "Network"), to appreciate and respect the following opportunities and responsibilities:

- To communicate, publish and interact online. This could include emailing, wikis, blogs, tweets, social media, texting and other online communication tools
- To access digital resources for research, learning and participating in educational processes for local and global issues
- To learn online and support the diverse range of course/content areas being studied
- To augment classroom experiences through online multimedia interactions that provide alternative modes of learning.
- To exhibit leadership for digital citizenship
- To demonstrate personal responsibility for continuous learning
- To exhibit a positive attitude and ethical behaviours towards the use of technology for collaboration and productivity
- To advocate and practice safe, legal and responsible use of information

What is an Acceptable use Policy (AUP)

An Acceptable Use Policy (AUP) is a written agreement, signed by students and their parents or legal guardians, outlining the terms and conditions of use for the Seine River School Division Network. This AUP contains several sections and you and your child should discuss each section and sign the permission form in the appropriate places. This AUP specifically sets out acceptable uses, rules of on-line behavior, and access privileges. Also covered are penalties for violations of the policy. Anyone using the Network is required to sign this AUP, and know that it will be kept on file.

Acceptable Use Policy

Seine River School Division provides its schools access to the Network for educational and administrative purposes. To remain eligible as a user, access must be in support of and consistent with these purposes.

The following uses of the Network are considered unacceptable:

- Students will not post personal contact information about themselves or others such as someone's address and telephone number. Under no circumstances, will a student agree to meet with someone they have met online. Students must promptly disclose to a teacher or other school employee any message received that is inappropriate.
- Students may not use the Network for commercial purposes, including the offering and/or purchasing of products and/or services unless it is approved for school-based projects or fundraisers.
- Students will not attempt to gain unauthorized access to the Network or go beyond their authorized access. This includes attempting to log in through another person's account or access another person's files.
- Students are responsible for their individual Network accounts and must take all reasonable precautions to prevent others from being able to use their Network account. Under no conditions should one's password be provided to others.
- Email accounts shall be used only by the authorized owner of the account. Email account holders are responsible for all activity within their email account.
- Students will not make deliberate attempts to disrupt the System or destroy data.
- Students will not download large files unless permission is gained from the supervising teacher.
- Students will avoid the inadvertent spread of computer viruses by following appropriate virus protection procedures when loading or downloading files from external sources.
- Students will not forward a message that was sent privately without permission of the person who sent the message.
- The posting of chain letters or spamming is prohibited. (Spamming is sending an annoying or unnecessary message to a large number of people.).
- Students may not use the Network for political lobbying, but may use it to communicate with elected representatives and to express personal opinions on political issues.

- Students will not plagiarize works or material found on the Internet unless it is in the public domain. All users will respect the rights of copyright owners.
- Appropriate language is a necessity. Students will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language.
- The Network is not to be used to access offensive objectionable, violent and/or mature material.
- The Network is not to be used to harass, insult, bully or attack others or otherwise violate school policies and/or behaviour standards.

Given the breadth of the Internet, students and parents/guardians must understand that the Division cannot control the content of the information on the Internet. Some sites accessible via the Internet may contain material that is inappropriate for educational use in a school setting, such as hate literature, pornography, and information related to immoral or illegal activities. The Division does not condone the use of such materials and does not permit usage of such materials in the school environment. The Division uses Internet filtering software in addition to teacher supervision to reduce the likelihood of students accessing inappropriate Internet content. In the event a student inadvertently accesses inappropriate Internet content and/or site, the student must advise the supervising teacher immediately.

The use of the Network, including the use of email, is not private. Students should not have an expectation of privacy in respect of their use of the Network. The Division and/or its schools may, at any time, review any student's use of the Network for compliance with this Policy.

The use of the Network is a privilege, not a right. Violation of this Policy may result in:

- Restricted Network access;
- Complete loss of Network access;
- Disciplinary action; and/or
- Legal action.

STUDENT USER AGREEMENT – Grade 5 – Grade 12

Name of School: _____

Grade: _____

I understand what my teacher has told me about the rules for using computers and the internet at school, and that I must agree to follow those rules. I also understand that if I do not follow these rules, I may not be able to use the computer or the Internet at school.

Name of Student (Print): _____

Signature of Student: _____

Date: _____

As a parent or guardian of the student (named above), I support the policy and agree that access provided to the Seine River School Division technology environment is to be used for educational purposes only.

I understand that it is not possible for the School Division to control all access to the technology network. I will not hold the School Division responsible for information obtained through the technology network that is inappropriate for school use.

I understand the terms and conditions outlined in this Acceptable Use Policy and give my permission for the student (named above) to access the Seine River School Division Technology Network.

Name of Parent/Guardian (Print): _____

Signature of Parent/Guardian: _____

Date: _____