

SECTION 600 – Students

**ADMINISTRATIVE PROCEDURE - EXHIBIT: STUDENT ACCEPTABLE USE
OF TECHNOLOGY**

<i>EXHIBIT CODE:</i>	<i>600 E 001</i>
Policy Reference: 600 – Student Roles and Responsibilities	

EXHIBIT

1. Acceptable Use

The purpose of using the internet in our school is to support education by providing access to unique resources and the opportunity for collaborative work. The use of school accounts must be in support of education and consistent with the educational objectives of Medicine Hat Public School Division. Transmission of any material in violation of Division policy or federal or provincial regulation of law is prohibited. This includes, but is not limited to: copyrighted material and threatening or obscene material.

2. Privileges

The use of the internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges.

3. Network Etiquette

Students are expected to abide by the generally accepted rules of network etiquette as outlined below:

Students will abide by the following rules of network etiquette at all times:

- 3.1. BE POLITE – Never send, or encourage others to send abusive messages.
- 3.2. USE APPROPRIATE LANGUAGE – Realize that you are a representative of our school community. While you may be alone on the computer, what you write can be viewed globally. Never swear, use vulgarities, or any other inappropriate language.

4. Prohibited Use

The user is responsible for his/her actions and activities involving the school Division's computers, networks and internet services and for his/her computer files, passwords, and

accounts. Examples of unacceptable uses that are expressly prohibited include, but are not limited to, the following:

- 4.1. Accessing Inappropriate Materials – Accessing, submitting, posting, publishing, forwarding, downloading, scanning or displaying materials that are defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing, and/or illegal materials;
 - 4.2. Illegal Activities – Using the school Division’s computers, networks and internet services for any illegal activity or activity that violates other Board policies, procedures, and/or school rules;
 - 4.3. Violating Copyrights – Copying or downloading copyrighted materials without the owner’s permission;
 - 4.4. Copying Software – Copying or downloading software without the express authorization of the system administrator.
5. Compensation of Losses, Costs and/or Damages
The student and/or the student’s parent/guardian shall be responsible for compensating the school Division for any losses, costs or damages incurred by the school Division related to violations of policy and/or these rules, including investigation of violations.
6. System Security
The security of the school Division’s computers, networks and internet services is a high priority. Any user who identifies a security problem must notify the teacher in charge. The user shall not demonstrate the problem to others. Any user who attempts or causes a breach of system security shall have his/her privileges revoked and may be subject to additional disciplinary and/or legal action.
7. Privacy
It is advised that students not reveal personal information, such as: home address, phone numbers, password, credit card numbers or social insurance number, etc.; this also applies to others’ personal information or that of organizations. When publishing on the internet, students’ pictures should not be identifiable by name.
8. No Expectation of Privacy
The school Division retains control, custody and supervision of all computers, networks and internet services owned or leased by the school Division. The school Division reserves the right to monitor all computer and internet activity by students. Students have no expectations of privacy in their use of school computers, including e-mail and stored files.
I have read this policy and know what is expected of me. I understand that if I fail to follow this policy it may result in disciplinary action.



Student Signature: _____ Parent Signature: _____

Class: _____ Date: _____

Date: _____

Approved: January 18, 2005

Revised: December 15, 2009

