

Technology Use Standards for Students

The purpose of Information and Communication Technology in schools is to support research and education by providing access to extensive resources. These Technology Use Standards along with the school's Code of Conduct provide standards to help students exercise personal discretion and responsible choice. The use of technology-based equipment, computers, personal electronic devices, network resources and the Internet is a privilege.

Responsibilities of Students

Students are accountable for behaviour on and off school property, which has negative impact on the school environment, including but not limited to behaviour which greatly harms the tone or dynamic of the school or the safety or security of its members.

Where a student uses the Internet or electronic devices or technologies to threaten, harass or demean another member or members of the school community, and where this action interferes with the members or members' feeling of safety or ability to function in the school, the student shall be subject to Board policies and procedures.

Code of Conduct for Users of Information and Communication Technology

1. All individuals should be treated with common courtesy and respect; therefore:
 - I will not use abusive language of any type, including swearing and name-calling;
 - I will follow the rules of Internet etiquette, which includes the use of appropriate language and polite responses;
 - I will not use Internet access to send threatening, obscene, or harassing materials; and
 - I will not participate in cyber-bullying which includes the repeated use of email, cell phones, social media, text, Internet, and websites to threaten, harass, embarrass, socially exclude, or damage reputations or friendships.
2. The Internet, as with any place where large numbers of people gather, can be a potentially dangerous place; therefore:
 - I will not share my password with anyone else;
 - I will not divulge my home address, phone number or personal information;
 - I will not agree to a personal encounter with anyone I meet online;
 - should I access information that is inappropriate, I will report it immediately to my teacher/supervisor;
 - I understand that electronic mail is not guaranteed to be private; and
 - I will not engage in email or "chat" discussions, or make use of other wireless technologies, while at school, without permission from the classroom teacher/supervisor.
3. Software and intellectual property are protected by copyright laws; therefore:
 - I will not make unauthorized copies of software found on school computers;
 - I will not give, lend, or sell copies of software to others; and

- I will not use another author's intellectual property without proper citation, i.e., footnote, bibliography.
4. The work of all users is valuable, and they need reliable access to computers; therefore:
- I will respect the privacy of others by not using, or trying to learn their passwords;
 - I will not copy, change, or use files belonging to another student;
 - I will not attempt to gain unauthorized access to system programs or computer equipment;
 - I will not create or knowingly introduce any computer virus that may destroy files or disrupt the system; and
 - I will not download any resources without permission.
5. There is material available on the Internet and other sources of computer software that is not appropriate in a school setting; therefore:
- I will not retrieve or send unethical, illegal, immoral, inappropriate, or unacceptable information of any type; and
 - I will not use computer systems to disturb or harass other computer users by any means, including sending unwanted email.
6. The computer and Internet services provided by the Board are designed for the use of all students and employees; therefore:
- I will not interfere with or disrupt Internet users, services, traffic, or equipment; and
 - I will not attempt to bypass the security built into the system, and I recognize that doing so will result in immediate loss of computer privileges.

LAKEHEAD DISTRICT SCHOOL BOARD TECHNOLOGY USE AGREEMENT FOR STUDENTS

Student Name: <i>(please print)</i>	SCHOOL:	
Parent/Guardian: <i>Please sign below and return this page to your child's school. The terms and conditions outlined on the previous pages should be kept for future reference.</i>		
<p>As the parent/guardian of this student, I have read the student version of the Technology Use Standards document and reviewed it with my child. I understand that student Internet access is designed for educational purposes only. I understand that all data, files, and messages generated on, or handled by, Board systems and equipment, are considered to be the property of the Board, and as such can be viewed or inspected by authorized Board personnel. I also recognize it is impossible for the Board to restrict access to all controversial materials and I will not hold it responsible for inappropriate materials acquired by my son/daughter on the Internet.</p> <p>The administrative or academic staff of the Board may deny, revoke, or suspend specific user access.</p>		
PARENT/GUARDIAN/CAREGIVER:		
I hereby give permission for my child (if under 18 years of age) to access the Internet in the school.		
_____ Parent/Guardian Signature	_____ Name of Parent/Guardian/Caregiver <i>(please print)</i>	_____ Date
STUDENT		
I have read and understand the Technology Use Standards and agree to follow them.		
_____ Student Signature	_____ Date	
Comments or Recommendations:		

