



INTERNET ACCESS/ACCEPTABLE USE OF ELECTRONIC TECHNOLOGY

Portage la Prairie School Division computers, software, networks, electronic systems, and access to the Internet are intended for educational or research purposes and for conducting valid school business. It is presumed that all technological resources, including personal devices, utilized on the Division's property and network, will be used in a responsible, in a responsible, efficient, ethical, and legal manner, in accordance with Purpose and Mission Statements (AC) and the stated policies and regulations of the School Division.

Privacy Considerations

The School Division may (but is not obligated to) monitor, audit, intercept, review, screen, edit, delete, remove, collect, use, store and disclose any information or materials relating to a respective User's activities using the Facilities ("User Information"). Use of the Facilities is not to be considered private, and Users are advised not to send, store, collect or otherwise transmit any private or personal information on or through the Facilities.

Users consent to the School Division monitoring, auditing, intercepting, reviewing, screening, editing, deleting, removing, collecting, using, storing and disclosing personal, proprietary or confidential information of the User, including without limitation e-mail messages and Internet traffic logs for the following purposes:

- to determine and ensure compliance with this policy and regulations.
- to prevent a breach of this policy, and regulations.
- to protect students, the School Division, its staff and other users and third parties from fraudulent, unlawful or abusive use of the facilities, or
- to comply with any legislation, regulation, or government, regulatory or investigative request.

Network Etiquette

- I will be polite, and I will not swear or use inappropriate language.
- I will not reveal personal information, such as addresses phone numbers, or passwords of anyone.
- I understand that electronic mail is not private and can be read by system operators.
- I understand that all information available on the network is the private property of others.

Accuracy of Information

- I understand that information from the network may not be accurate or true.
- I understand that the division does not make any guarantees about the truthfulness of information found on the network.
- I will cite in my research any information (text video, graphics, etc.) found on the network, the same as I would any material found in printed materials.



File IGA

Division Teachers and administrators will deem what is inappropriate use, and their decision is subject only to confirmation by the Portage la Prairie School Board. Student privileges to use the Internet may be revoked for violating any of the above conditions of use.

The following activities are prohibited:

- Sending or displaying offensive messages or pictures.
- Harassing, insulting, victimizing, or attacking others.
- Damaging computers, computer systems, or computer networks.
- Making unauthorized repairs or additions, adding software, or reconfiguring systems.
- Violating copyright laws.
- Using another's password or attempting to access another's folders, work, or files.
- Intentionally wasting limited resources.
- Introducing a virus or any destructive data into the network.
- Employing the network for commercial or illegal purposes.
- **Cyberbullying in all its forms.**
"It means using the Internet or other information or communication technologies, such as email messages or text messages sent by cell phone or paper, to support deliberate, repeated, and hostile behaviour by an individual or group that is intended to harm someone else." [*Public Schools Act, 47.1 (2.1)*]

Users who exhibit inappropriate behaviour will be subject to appropriate discipline, which may include loss of technology and internet access, suspension from classes or school, and, in extreme cases, legal action. See IGA-E – Acceptable Use Agreement

See also: AE -Code of Conduct
AF -Behavioural Policy

Revised: February 2014