



**School District 5 (Southeast Kootenay)
Information and Communication Technology and Technology Services
Student Use Agreement**

**940 Industrial Rd 1
Cranbrook, BC V1C 4C6
sd5.mailing@sd5.bc.ca**

Please complete, sign, and return with registration package.

I have read and understand [Administrative Procedure 140](#) (Acceptable Use of Information and Communication Technology and Technology Services) and the accompanying Regulations. I know that the school and the School District do not control the content of the Internet. I further understand that if my child violates the school rules, he/she will be subject to disciplinary actions.

This form must be signed and returned to the school. Once this form has been received and placed on file, **it will be valid while your child is in the school**, unless you wish to terminate your child’s access and privileges.

Student Name: _____

I hereby authorize the school to allow the above-named child to access Information and Communication Technology and Technology Services. I acknowledge that should I wish to terminate my child’s privileges; I must do so in writing to the school administration.

I do not wish my child to have access to Information and Communication Technology and Technology Services.

Parent Signature: _____

Date:

Student Signature: _____

Date:

School Use Only:

Permissions Tab – Allow Internet Access (mark yes or no) in MyEducation BC

The District believes in the benefits that Information and Communication Technology (ICT) can bring to support learning. ICT and technology services supplied by the District will be used in an appropriate manner. This includes any device (District-supplied or personal) that connects to the District's network. All students who are given access are required to know and abide by Administrative Procedure (AP) 140 and use technology in a safe and responsible manner. Access to District ICT resources is a privilege, not a right, and may be withdrawn if individuals do not comply with Board policies and AP's.

Student Procedures:

- Keep passwords confidential. Accounts or personal information must never be shared.
- Never use another person's account.
- Use technology in a legal, ethical, responsible and educational manner. (e.g. distributing obscene, abusive, racist, threatening, unsolicited e-mail messages, or sexual, harassing and/or bullying messages or material is unacceptable).
- The use of technology services is the property of the District and are subject to the Freedom of Information and Protection of Privacy Act.
- Parental written consent is required. Student access will be granted once both the parent and student have signed this form and are aware of AP 350 – Student Code of Conduct.
- Failure to comply with these AP's may result in disciplinary action.

By signing this form, students agree:

- I will inform school staff if I come across anything that makes me feel uneasy or uncomfortable, or that I believe may contain inappropriate material. I will not respond to messages I receive that make me feel uncomfortable. I will not post, send, or download inappropriate material.
- I will not post personal information about others (eg full names, school locations, interests, extracurricular activities, occupations, home or business addresses or phone numbers).
- I will not post my personal information anywhere through District ICT. I may however post school projects and work as approved by my teacher.
- I understand that the same rules of expected conduct, appropriate language, fair and respectful comments and responsible behaviour of a District student and the consequences for breaking those rules apply to my use of District ICT. I agree that:
 - I will not do anything illegal;
 - I will not breach my responsibilities as a student;
 - I will not break any student conduct procedures established by the District or my school;
 - I will use appropriate language and I will be respectful, fair and not malicious;
 - I will not engage in any financial transactions;
 - I will not cause any damage or losses to any person or equipment in using District ICT.
 - I will not access sites that have been made inaccessible by the District.
- I agree to use my time effectively, in posting and using services such as browsing and downloading files. I agree to keep my password secret.
- I agree that I will not copy information and claim it as my own.
- If I do not have legal permission to copy any copyrighted work, I will ask the original author for written permission to use it and I will give written credit for sources of information for my work.

Illegal acts committed on or through District technology may be reported to legal authorities. This includes hacking into systems or deleting files to which the student does not have access privileges, introducing viruses or downloading or copying copyrighted material. Using other means to access sites that have been made inaccessible by the District is also considered unacceptable.