TECHNOLOGY COMPLIANCY GUIDELINES
PROTECTING SD5 DATA & YOU

APPROVED SOFTWARE FOR STUDENT DATA*

Scholantis
Microsoft 365
MyEducation
Seesaw
Destiny

myBlueprint
School Messenger
Safe Arrival
Permission Click

NOT COMPLIANT FOR SD5

Google Education, Dropbox, Freshgrade, Slack, Etc.

BC's FIPPA Act considers the following to be personal information:

FULL NAME
ADDRESS
IMAGES
ASSESSMENTS
STUDENT EMAIL
STUDENT NUMBER

CHOOSING AND REQUESTING APPS

Understand the privacy policy of the app

Do not request or use apps that collect or request personal student information

PROTECTING YOUR DATA

Use SD5 devices and networks for SD5 work

No student data to be saved on servers outside of Canada. (Example: Working in MyEd while travelling outside of the country)

Student and staff data should only be saved on SD5 devices and approved software.

Devices/Software should be vetted by Helpdesk before purchasing

JOINING OUR NETWORK

Non SD5 staff and students must only connect to the "Guest" network.

PROTECTING YOUR WORK EMAIL

Microsoft 365 Outlook is the approved email platform for staff/students

Use BCC when emailing large groups like "All Teachers" or parent groups

Limit sensitive details and personal information

IT IS OK TO:
Use technology such as Google Earth, Chrome Browser, smartboards, bluetooth speakers and more. If you are unsure, or purchasing new technology, check with Helpdesk before proceeding.

*ADDITIONAL SOFTWARE AND APPLICATIONS MAY BE COMPLIANT IF APPROVED AT THE DISTRICT LEVEL