

- Procedure Number: 632
  - Procedure Name: Students' Use of Internet at School
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**Students' Use of the Internet at School****Publishing Student Work**

From time-to-time the school may wish to publish examples of student project and other work, or photographs of students on an Internet-accessible world wide web server. The school will seek written permission from the student and parent *before* student work or images are placed on our system.

**Inappropriate materials or language:**

No profane, abusive or impolite language will be used to communicate nor will materials be accessed which are not in line with the District's expectations for student behaviour. Should students encounter such material by accident, they will report it to the supervisor immediately.

**Privacy**

Network storage areas will be treated like school lockers. Network administrators will regularly review communications to maintain system integrity and to ensure that students are using the system responsibly.

**Storage Capacity**

Users are expected to remain within allocated disk space and delete e-mail or other material which takes up excessive storage space.

**Illegal Copying**

Students will not download or install any commercial software, shareware, or freeware into network drives of disks. Students will not copy other people's work or intrude into other people's files.

**Succinct Advice**

These are guidelines to follow to prevent the loss of network privileges at school.

1. Use a computer appropriately at all times.
2. Respect the use of the network/system
3. Use only software that we own.
4. Respect copyright laws.
5. Respect your privilege by not viewing, sending, or displaying offensive messages or pictures.
6. Your password is yours alone; do not share it with another person.
7. Conserve resources such as disk space and printing capacity.
8. Keep your own work private and respect other students' privacy.
9. Notify an adult immediately if, by accident, you encounter materials which violate the rules of appropriate use.
10. BE PREPARED to be held accountable for your actions and for the loss of privileges if the Rules of Appropriate Use are violated.

*The following documents are templates, to be used at the discretion of individual schools, depending upon the needs of their school community.*

**School District No. 64 (Gulf Islands)**  
**INTERNET ACCESS PRIVILEGE AGREEMENT**

Student's Name:

School:

As a parent or guardian of a student enrolled in School District No. 64, I have read and understood the above information about the appropriate use of computers at school. As a family, we have discussed the rules and expectations regarding computer access to the Internet, and agree to abide by them. We understand that Internet Access is a privilege which may be revoked, should this agreement not be strictly adhered to.

(Student's name) \_\_\_\_\_ agrees to use the Internet at school according to the rules outlined.

Parent's Signature:

Student's Signature:

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**School District No. 64 (Gulf Islands)**

Our school wishes to publish the attached project work and/or photographs of your child on an Internet-accessible world wide web server. We would like written permission from your family before your child's work or images are placed on our system.

We grant permission to publish the work, information, or images attached (please initial all attachments).

Parent's signature:

Student's signature:

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