



COMPUTERS:INTERNET USE

**Approved by
Sk'elep School BoG
November 17, 2003**

SK'ELEP SCHOOL OF EXCELLENCE POLICY

Reference Topic: Computers

Reference No: Disk 1

Effective Date: November 17, 2003

Computers and Internet Use

Policy Statement/Goals

Sk'elep School is committed to ensuring that technology is integrated into the teaching and learning process, and that students have access to computer hardware and educational software, including access to the Internet. Sk'elep School believes that appropriate guidelines for internet use must be established for students and that student internet access will be based on parental/guardian approval.

Regulations

1. All hardware and software purchased for School use will be consistent with established standards.
2. The teaching staff will ensure that computer literacy and the development of computer skills are a part of the School curriculum.
3. On an annual basis, the Principal and the staff shall review the computer hardware and software needs (including upgrades), and submit a technology development and purchase plan to the Board.
4. The Principal will implement the guidelines for student use of the internet, and the Internet Access Agreement attached to this policy.

SKELEP SCHOOL OF EXCELLENCE

Effective Date: April 1, 2004

INTERNET POLICY

This Policy for Internet Access Agreement and Consent, Waiver & Indemnity is effective for the current school year that the student is attending the Sk'elep School of Excellence (hereinafter referred to as 'the School'), unless otherwise revoked in writing by the School, the student or his/her parents/guardians.

In order to adequately deal with student use of the School's computers for both academic and personal purposes, the following guidelines have been implemented:

Every Student must have teacher permission and adult supervision EACH and every time he/she uses the computer. This consists of either the:

- Librarian;
- Classroom teacher; or *Principal*
- Lunch-time computer lab supervisor.

1. Terms and Conditions

1.1. Consent, Waiver and Indemnity

The Sk'elep School of Excellence is offering access to the Internet, to students who have parental consent. While the School undertakes to provide adequate supervision, there may on occasion, due to class sizes, be times of unsupervised Internet activity. Therefore, the following information, including the attached "Acceptable Use Policy", should be read carefully to help you to decide whether or not you want your child to have access to the Internet at School.

1.2. The Benefits of Internet Access

The Sk'elep School of Excellence is an educational facility that is operated by the Kamloops Indian Band. The purpose of this facility is to give students and staff access to educational resources that will support the work they do in the classroom.

The School provides a connection to millions of computers throughout the world (primarily through the First Nations Schoolnet and through the School District #73 Net, hereinafter both collectively referred to as the 'Schoolnet'). Collectively, this interconnected network of computers is referred to as "the Internet". Through the School, educators and students are able to access information from around the world and bring it to their school computer via this electronic highway. For example, students can use electronic mail (E-mail) to communicate with experts (scientists, for example), mentors (professionals working with students) and other students throughout the Province, the Country and the World. They can also use electronic tools to access current information in international libraries and databases (e.g.: reports from a recent U. N. Conference, newspapers from around the world, electronic reference books, etc).

The students with internet access will be able to work co-operatively with other students on international learning projects. Moreover, use of the Schoolnet will provide the students with technological skills and will promote their understanding of

telecommunications and the world of information technology. These skills and knowledge are becoming critical for citizens for the 21st Century.

1. 3. Acknowledgement of Risks.

In spite of the School's best efforts to educate and protect them, children may use this communication tool inappropriately. They may receive unwanted and improper communications or access sites, which are not appropriate. This may range from mildly offensive jokes to obscene, pornographic, sexist or racist material. The School does not knowingly permit or allow the use of such material through the Schoolnet and will advise students that this is not a permitted use of the Schoolnet under the Acceptable Use Policy. However, parents should be aware that the potential for access to this kind of information does exist, and in spite of best efforts by the School to limit access, it may not be able to detect or prevent such incidents.

1. 4. Acceptable Use Policy.

Through the Schoolnet, the School provides teachers and students with access to electronic mail capability as well as Internet informational resources and searching and browsing tools. This access is a privilege, not a right and it is made available only so long as the account holder abides by certain rules which are important for the proper use of the Schoolnet system. These rules are listed in the attached **Acceptable Use Policy**. Failure to follow this Policy may result in termination of access to the Schoolnet and possibly other disciplinary consequences for the student.

1. 5. Privacy Considerations

Communications on the Schoolnet system are, in most cases, viewed only by the student and anyone to whom they address in their message. However, the School may need to review or monitor electronic mail and other communications from time to time. In addition, the School reserves the right to copy and distribute to third parties any information associated with student activities on the system. Therefore, students should not expect to have a right to privacy in any communications.

1. 6. Limitation of Liability

The School makes no guarantees about the service it is providing through the Schoolnet or Internet. The School will not be responsible for any damages incurred through the use of the Schoolnet or Internet. This includes loss of data resulting from delays, non-deliveries, miss-deliveries, or service interruptions caused by negligence, errors or omissions. Use of any information obtained via the Schoolnet or the Internet is at the student's risk. The School denies any responsibility for the accuracy or quality of information that may be obtained through the Schoolnet or the Internet.

The School asks that parents consider the risk of any liability relating to the use of the Schoolnet by their child.

1. 7. Indemnity

By signing the attached Consent, Waiver and Indemnity Form, parents agree to defend and indemnify the School and hold it harmless from and against any and all claims, action, proceeding damages, injuries, liabilities. Losses, costs and expenses (including reasonable legal fees), relating to any acts by your child or materials or information transmitted by your child in connection with the Schoolnet or the Internet, leading wholly or partially to claims against the School by other subscribers or third parties, regardless of the type of claim or the nature of the cause of action.

The attached Access Agreement and Consent, Waiver & Indemnity Form must be completely filled out and returned to the School before access to the Schoolnet will be provided by the School to the student. Please retain copies of these forms as well as copies of the Terms and Conditions for both the Consent, Waiver & Indemnity Form and the Acceptable Use Policy for your personal reference.

ACCEPTABLE USE POLICY

Through the Schoolnet, the School provides teachers and students (hereinafter referred to as 'the user') with access to electronic mail capability as well as Internet informational resources, searching and browsing tools. This access is a privilege, not a right, and it is made available only so long as the user abides by the Schoolnet Acceptable Use Policy. Inappropriate use may lead to suspension of user privileges and possibly other consequences. By signing the attached Schoolnet Access Agreement, users agree to abide by the terms and conditions of use of the Schoolnet as outlined below. You (and your parent) if you are a student) must sign the agreement in order for you to obtain a Schoolnet account.

1. Terms and Conditions.

Successful operation of the network requires that users regard the Schoolnet as a shared resource. It is important that users conduct themselves in a responsible, ethical and polite manner while using the network. Following is a list of specific behaviours for the proper usage of the Schoolnet and the Internet.

1.1. Guidelines for Acceptable Use of the Schoolnet.

- 1) The Schoolnet is to be used only for educational and/or research purposes.
- 2) When interacting on the Internet, you are expected to behave as you would in any other environment where you represent your school/employer.
- 3) Using the Schoolnet for illegal, inappropriate, or obscene purposes, or in the support of such activities, is prohibited.
- 4) The Schoolnet will be used only by authorized users, Authorized users may not share access or passwords with any other person.
- 5) The Schoolnet is a shared resource and must be used in moderation. Please be aware that there are other users who may want to access the Internet.
- 6) Disc storage space on the Schoolnet is limited, and consequently users should store information on the Schoolnet in moderation. Files may be deleted to free up disc space.
- 7) Users may upload and download public domain programs for their own use or redistribute a public domain program if it is for non-commercial use. However, a user assumes all risks regarding the determination of whether a program is in the public domain.
- 8) Users are expected to remove old electronic mail messages in a timely fashion. They may be removed if they are not attended to within two weeks.

1.2. Please Be Aware

E-mail, or electronic mail, refers to a system for sending or receiving electronic messages. Electronic mail on the system is neither private nor confidential. A cancelled Schoolnet E-mail account will not retain its' mail.

There are numerous electronic message boards or bulletin boards/chat rooms, on which messages are posted from systems connected to the Internet. The Schoolnet has no control over the content of messages posted from other systems.

Any Schoolnet user who accesses information on another network will be subject to that network's acceptable use policies.

Locally posted messages that are unacceptable and/or in violation of the Schoolnet "Acceptable Use Policy" may be removed. In the case of misuse or suspicion of misuse of the network or services, any user files on the system may be accessed.

Schoolnet management will co-operate fully with any school, school district, local provincial or federal officials in any investigation concerning or related to any information transmitted on the Schoolnet. Upon any breach of the Schoolnet Acceptable Use Policy by the user, the user's account may be suspended or terminated.

Vandalism will result in cancellation of Schoolnet privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, Schoolnet, or the agencies or other networks that are connected to the Internet. This includes, but is not limited to, uploading or creating computer viruses.

Any appeals of discipline or action resulting from a breach of the Schoolnet Acceptable Use Policy will be dealt with by the School Principal or designate.

1. 3. Other Provisions

The Schoolnet Acceptable Use Policy will be interpreted, construed and enforced in all respects in accordance with the laws of the Province of British Columbia. Each party irrevocably consents to the jurisdiction of the Courts of the Province of British Columbia, in connection with any action to enforce the provisions of the Schoolnet Acceptable Use Policy, to recover damages or other relief for breach or default under the Acceptable Use Policy, or otherwise arising under or by reason of the Schoolnet Acceptable Use Policy.

Schoolnet Management is the final authority on the use of the Schoolnet network, systems, and services, as well as the issuing of Schoolnet access privileges.

1. 4. Inappropriate Uses

Inappropriate use of the Schoolnet includes, but is not limited to the following:

- 1) You **MAY NOT** use the Schoolnet computing equipment to:
 - Transmit any material in violation of Canadian Laws;
 - Access, duplicate, store, or transmit pornographic materials;
 - Transmit or post (send) threatening, abusive, or obscene material;
 - Duplicate, store, or transmit copyrighted material that violates copyright law;
 - Participate in pyramid schemes.
- 2) You **MAY NOT** violate, or attempt to violate, the security of the Schoolnet computers, data, or network.
 - Any attempts to access unauthorized data on Schoolnet computers, data or

network.

- Any attempts to vandalize Schoolnet accounts or systems will result in termination of access privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another member, Schoolnet, or any of the agencies or other networks that are connected to the Internet. This includes, but is not limited to, the uploading or creation of computer viruses.
 - Use of another individuals' Schoolnet account or password without their knowledge and/or permission is strictly prohibited.
 - Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the Schoolnet.
- 3) When interacting on the Internet, **DO NOT**:
- Use abusive, vulgar, profane, obscene or other inappropriate language;
 - Criticize the spelling, writing or the keyboarding of others;
 - Report personal E-mail that you receive, to public forums (example: list servers, news groups, etc.) without the express permission of the author;
 - Participate in unauthorized chat rooms.
- 4) As a Schoolnet user, **DO NOT**:
- Share your access or password with others;
 - Distribute or use anyone else's Schoolnet ID and/or password;
 - Reveal anyone else's personal address or phone number.
- 5) The Schoolnet is a shared resource and you should use it in such a way that it doesn't disrupt the services to others. **DO NOT** use the Schoolnet:
- For business purposes;
 - For product and/or service advertisement or political lobbying;
 - To send chain letters;
 - To play downloaded music or other network intensive games;
 - To download excessively large files, except in low use hours and with the appropriate permission;
 - To harass other users with unwanted E-mail messages.

This Acceptable Use Policy is applicable to all members of the Schoolnet community while they have an account on the Schoolnet.

Individual Schoolnet users – please retain a copy of this document for your personal reference.

INTERNET ACCESS AGREEMENT

Sk'elep School requires that parents provide a signed Internet Access Agreement and Consent, Waiver & Indemnity Form if they wish their child to have access to the Internet at school. Please read the attached 'Terms and Conditions' for both the Consent, Waiver & Indemnity and the Acceptable Use Policy. Fill in the applicable portions of this form and return it to the school.

Name of Student: _____

Name of Student: _____

Name of Student: _____

Name of Student: _____

Name of Student: _____

Consent, Waiver and Indemnity Form

By signing this Form, the student and his/her parents/guardians indicate that they agree to make no claim of any type in the future against the Sk'elep School of Excellence resulting from the use of the School's Internet system, and agree to indemnify the School for claims made against the School as provided in the attached Consent, Waiver and Indemnity Form.

For the Parent or Guardian:

I have read the attached Terms and Conditions for both the Consent, Waiver & Indemnity and the Acceptable Use Policy carefully. I understand the benefits and risks of student access to the Internet and give my permission for my child to have access to the School's Internet System at Sk'elep School on the conditions outlined therein.

Please print your name: _____

Signature of parent/guardian: _____

Date: _____ Relationship to Student: _____

For the Student:

I have read the attached Terms and Conditions for both the Consent, Waiver & Indemnity and the Acceptable Use Policy carefully and agree to abide by the conditions outlined therein.

Student's signature: _____ Date: _____

Student's signature: _____ Date: _____

Student's signature: _____ Date: _____

Student's signature: _____ Date: _____

Student's signature: _____ Date: _____

This Access Agreement and Consent, Waiver and Indemnity Form is effective for the current School year, unless revoked in writing by the School, student or his/her parents.

INTERNET ACCOUNTS

Class Supervisor: _____

Student's Name:	Account Number:	Password:
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
17.		
18.		
19.		
20.		
21.		
22.		
23.		
24.		
25.		