COMPUTER NETWORK ACCEPTABLE USE

Background

The Division provides a networked computer system, including access to the Internet, to promote educational excellence, to increase alternate sources of information, to promote resource sharing, to further innovation in instruction and communication, and to prepare students for their future. The LPSD Network includes all hardware, software, data, communication lines and devices, printers, servers, desktop computers, E-mail, the Internet, and local school networks.

The Internet is a global network of computers connected by telephone or cable lines. It is a fluid environment of constantly changing unregulated information that is used as an information resource similar to the way in which books, magazines, newspapers, and videos are used. Internet services and technologies offer valuable learning experiences for students and sources of information for teachers. It is, however, impossible to predict the accuracy and age appropriateness of material that students may access. It is possible that your child may run across areas of adult content or materials that we find objectionable. Therefore, the Division is obliged to inform parents of potential risks and benefits, and to impose governance on what students see and do. The Division will take all reasonable steps through vigilance and monitoring to safeguard that students will not accidentally or purposefully find inappropriate materials.

Procedures

The following is a list of procedures and specific behaviors regarding the computer network:

1. The Division's wide and local area networks are to be used only for educational purposes and for the business and administrative functions directly in support of the Division's operation.

2. Authorized users are responsible for their individual accounts and are to take all reasonable precautions to prevent others from accessing. Under no conditions are you to provide your password to another person. Where password protected accounts are used, network users are responsible for all activity that occurs within their network or e-mail account.

3. When interacting with other users on the wide area network or the Internet, users are expected to behave as they would in any environment where they represent their school. It is important that users conduct themselves in a responsible, ethical, and polite manner in accordance with Division standards.

4. Using the Division's network, e-mail or Internet for illegal, obscene, harassing, or inappropriate purposes, or in support of such activities, is prohibited.

5. Users are advised that computer systems are Division property and may be inspected, monitored, or modified at any time.

6. Inappropriate use of network services includes, but is not limited to, the following:

   6.1 Users may not use the Division's networks to:

   6.1.1 Transmit any materials in violation of Canadian laws

   6.1.2 Duplicate, store, or transmit pornographic materials

   6.1.3 Transmit or post threatening, abusive, obscene, or harassing material

   6.1.4 Duplicate, store, or transmit copyrighted material or software that violates copyright law

   6.1.5 Participate in chain mail or "spamming"

   6.1.6 Participate in chat lines without teacher permission

   6.2 Users may not violate or attempt to violate the security of the Division's computers, data, or network equipment or services.

   6.2.1 Any attempts at unauthorized access of Division data will result in the termination of the user's computer and network privileges and may result in further consequences.

   6.2.2 Any attempt to vandalize Division network accounts or systems will result in termination of the user's computer and network privileges and may result in further consequences. Vandalism is defined as any malicious attempt to harm, destroy, or otherwise alter data of another member, the Division, or any of the agencies or other networks that are connected to the Internet. This includes, but is not limited to, the creation or distribution of computer viruses.

   6.3 Users may not:

   6.3.1 Utilize a computer unsupervised or without supervisor permission

   6.3.2 Work on any network drives except your own or shared

   6.3.3 Copy files from or to the Network unless supervisor permission has been granted

   6.3.4 Distribute or use anyone else's account name and password

   6.3.5 Reveal anyone else's personal address, phone number, or picture

   6.3.6 Use network access for business purposes or personal related business

7. Students found in violation of this administrative procedure may be suspended or expelled as per the provisions of Board policy and the Education Act. Employees found in violation of this administrative procedure may be subject to disciplinary actions by the Board. Restitution for damages may also be imposed.

8. Students/users are reminded that Network Administrators have the ability to view/control all workstations or student accounts in the school at any time.

Reference: Section 85, 87, 108, 109, Education Act