

Policy and Regulation

4.03.07 - Access to Computing and Information Systems

Policy Approved: 2004.05.12

POLICY

Computing and information systems play an important role in the education of students and in the administrative functions of the schools and the District. At the same time, access to the District's computing and information systems is a privilege and users must act responsibly in using such access. Students and staff shall guard against abuses that have the potential to disrupt or threaten the viability of these services.

The Board of Trustees provides access for students and staff to computing and information systems with the following limitations and expectations:

1. All uses shall be in compliance with federal, provincial, and copyright laws and district policies and regulations, and shall comply with all contractual agreements or licenses which may apply.
2. Access shall not be abused by using the services for any purpose other than those educational and administrative functions for which the service was intended; nor by using the services to gain access to confidential information without proper authorization.
3. District computing and information networks shall not be used to access files on electronic devices inside or outside the District for purposes other than intended by the owner of those files.
4. Access may be refused at any time for any reason deemed appropriate by the School Administration or Superintendent of Schools.
5. Reasonable steps shall be taken by the Superintendent of Schools to ensure that students are not able to acquire inappropriate information through the use of the computing and information systems of the District.
6. Each school principal or designate must ensure that procedures, together with adequate inventory and security measures, are in place to prevent misuse of computer hardware and/or software.
7. Students using computer hardware and/or software must be under adequate adult supervision.
8. The Board of Trustees reserves the right to examine files, programs, passwords, computer usage information, printouts, or other computing material and to monitor all uses of the District's computer network.

RELATED FORM

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