



Pacific Rim School District

Information and Technology Services

Student Technology Use Agreement Form

Part 1 – District Technology, Network, and Internet access

A. Introduction and Overview

The primary purpose of the Pacific Rim School District’s Learning Resources Network (“the network”) is to support and enhance learning and teaching that prepares students for success. Providing access to the network and the internet is an investment in the future of both our students and staff.

B. Types of Access Provided to Users

Users in the Pacific Rim School District must ensure that all materials accessed are consistent with district-adopted guidelines, supporting and enriching the curriculum while taking into account the varied instructional needs, learning styles, learning abilities and development levels of the students. Furthermore, users are to behave in an ethical and responsible manner while using school computers as they are expected to behave during any other school activity.

C. Vision of Technology’s Role in Education

The staff in the Pacific Rim School District believe that electronic communication is a tool for life-long learning, and that access to the network and the internet is one of the resources that promote educational and organizational excellence. We believe the responsible use of the network will assist schools with their understanding of the information age by allowing students and staff to significantly expand their knowledge by accessing and using information resources, and by analyzing, collaborating, and publishing information.

D. Terms and Conditions for Acceptable and Unacceptable Use

Students and staff should use the Pacific Rim School District’s network and the internet in a responsible, efficient, ethical, and legal manner. The use of the network and the internet is a privilege, not a right, which may be revoked at any time for inappropriate behaviour. Users must be vigilant in ensuring the security of the network. Users must not give out personal information (complete names, addresses, telephone numbers, and identifiable photos). Users assume responsibility for understanding the policy and guidelines as a condition of using the Pacific Rim School District’s network and the internet. Supervising staff members are accountable to teach and use the network and the internet responsibly. Use of the Pacific Rim School District’s network and the internet that is inconsistent with these guidelines may result in loss of access as well as other disciplinary or legal action.

E. Implementation and Enforcement Procedures

To access the Pacific Rim School District's network and the internet, student users must sign the Acceptable Use Agreement form along with a parent/guardian signature. Each user will be given their own password to access the system. All users must protect their password and not share it with anyone else.

F. Consequences of Misuse for Specific Levels of Violations

Violations of school and school district policies could result in the loss of access to electronic resources. Additional disciplinary action may be determined at the building and/or classroom level in line with existing practice regarding language and behaviour. This may range from loss of access to suspension from school. When appropriate, law enforcement agencies may be involved.

G. Acceptable Use of Cellular Phones, Smart Watches, and Electronic Devices in Schools, on School Property or During School Related Activities

Please refer to the following district policies for further details on the regulated use of personally owned devices in district facilities:

- Administrative Procedure XXXX: Acceptable Use of Cellular Phones, Smart Watches, and Electronic Devices: Usage in Schools, on School Property or During School Related Activities (AP)
- XXX: Acceptable Use of Cellular Phones, Smart Watches, and Electronic Devices: Usage in Schools, on School Property or During School Related Activities (P)



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Part 2 – Acceptable Use Agreement Consent

To access the school district network, this form must be completed and returned to the school.

Student Name: _____

School: _____

Please read and/or discuss with your child, the attached guidelines for acceptable use of the Pacific Rim School District's technology resources and the internet. In accepting a Pacific Rim School District network account, your child accepts the responsibility of using the network in a responsible and appropriate manner. It is important that you understand his/her responsibilities as well. Your signature indicating that you have read and agreed to the guidelines is necessary before an account is issued.

I have read, or have had read to me, and/or have discussed the Acceptable Use Agreement and agree to use the network in an appropriate and responsible manner.

Student Signature: _____ Date: ____/____/____

I have read and/or discussed the Acceptable Use Agreement with my child and give the school and the school district permission to issue a Network/Internet account to my child.

Parent/Guardian Signature: _____ Date: ____/____/____

The school district supports and respects each family's decision whether or not to apply for student access and whether to terminate or suspend that access. Parents/guardians have the right to request alternative activities that do not require access to networked information resources. Access, if issued, shall remain in effect through the remainder of the school year, unless suspended or terminated by the student, the school, or the parent/guardian.

Part 3 – Access to Internet Based Resources (Web or Cloud Storage)

The Pacific Rim School District can provide students in Grades 1-12 with a district email account as well as 1 TB of online file storage space for educational communication and work storage purposes. Each student will have their own secure login and password to access their email and files. Personal information will be collected by the School District for the above noted purposes under the authority of s.26(c) of the Freedom of Information and Protection of Privacy Act (FIPPA). If you have any questions about this collection, please contact Michael Gough, Manager of Information Technology for the Pacific Rim School District. ([email:mgough@sd70.bc.ca](mailto:mgough@sd70.bc.ca) ; phone: 250-720-2751).

Student names and schools will be disclosed to Microsoft Office 365 for Education who hosts this service and will store the Office 365 account information on secured servers located inside of Canada.

Consent:

1. I understand that my (if student is signing) information or my child's (if parent is signing) information in the Office 365 Account will be disclosed, stored and accessed from inside of Canada. This consent will be considered valid from the date at which it is signed until which point the student named below is no longer a student within the School District.
2. I acknowledge that I have read and understood the Pacific Rim School District's guidelines on the use of school district network resources, the internet, and Office 365.
3. I acknowledge that I have reviewed, with my child, the district policies mentioned in Section G of this Student Technology Use Agreement Form.

Student Name: _____

School: _____

Student Signature: _____ Date: ____/____/____

Parent/Guardian Signature: _____ Date: ____/____/____

This form must be returned, signed and dated, to the student's school in order for a District Office 365 account to be activated for the student named above.