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## **Rationale**

The CISDV believes that schools must make effective use of new technologies to improve the learning process. Internet access offers vast, diverse, and unique resources to both students and teachers which must be used in a responsible manner and which reflects the Mission Statement of ICS. Since some educational resources are of more value to students than others and many students have access to the Internet at home as well as school, parent support is required to monitor the development of responsible student use.

## **Policy**

Access to the Internet in all Island Catholic Schools must occur in a manner that provides all authorized users with opportunity to utilize the technology while at the same time ensuring safeguards are in place to prevent abuse.

## **Regulation**

### **1. Internet access**

Internet access is now available to students, teachers, and other ICS employees at each school. The Internet offers vast, diverse, and unique resources to both students, teachers, and other employees and the school is very pleased to make these resources available. In particular the school embraces the responsibility of teaching students about their role as network citizens and about the code of ethics involved with the global information community. In practical terms, the electronic highway will give our students and teachers access to a wide range of Internet applications and services. The following is a representative, but not exhaustive list:

- electronic mail communication with the education community around the world;
- information and news from the scientific community as well as the opportunity to correspond with scientists all over the world;
- public domain software of all types;
- discussion groups on a variety of educational topics;
- access to catalogues and other information in many university and college libraries.

With access to information from so many sources Internet users may come into contact with material that would not be considered to have educational value in the context of the school setting. Each school must take precautions to restrict student access to controversial materials. Each school will actively monitor the development of hardware and software solutions to the problems of unrestricted access in certain communities. Where it is deemed appropriate, the school will take advantage of available technology. However, given the vast scope and reach of the Internet it will remain impossible in the foreseeable future to control all the material available, and a user may discover controversial information.



CISDV is committed to the proposition that the value of the information and interaction available on the Internet compensates for the possibility that users may procure material that is not consistent with the educational goals of each school. The benefits to educators and students from access to the Internet in the form of valuable information resources and opportunities for collaboration far exceed any disadvantages of access. The CISDV takes the view that the fact that it is possible to abuse the Internet does not represent an invitation to do so.

In the matter of student accounts the CISDV respects the family's right to decide whether or not to apply for access through the home. Parents are advised that they should fully inform themselves about the Internet because they are the final arbiters of what is an acceptable level of involvement for their children.

Parental permission is a requirement for all prospective student accounts, and it is important that parents be fully aware of the potential dangers that can be encountered on the Internet. Parents need to understand the expectations that account holders must meet with respect to regulations and ethical behaviour, and be prepared to take responsibility for their children's behavior while using the Internet. All users of the Internet provided with access by the schools are expected to behave in an exemplary fashion, and with due respect for the rules and ethical specifications that appear in this document.

## **2. Terms and Conditions**

Successful operation of the school network requires that authorized users regard the network as a shared resource. It is important that users conduct themselves in a responsible, decent, ethical, and polite manner. The following represent terms and conditions for all authorized users of Internet Accounts in CISDV schools:

- 2.1 The school network is intended for educational and/or research purposes. The use of this account must be to support education and research and must be consistent with the educational objectives of the schools. Uses of other organizations' networks or computing resources must comply with the rules appropriate for those networks.
- 2.2 It is the responsibility of every user to respect and protect the privacy and rights of other users in the school network and the Internet community.
- 2.3 With respect to electronic mail, CISDV supports the principle of its privacy but cannot guarantee privacy.
- 2.4 Authorized users are expected to be aware that there are other users in the school who will want to access the network. The network is a shared resource, and must be used in moderation. It is



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- important not to monopolize the resource and users are responsible for terminating sessions properly.
- 2.5 Authorized users may download public domain materials for their own use or redistribute them for non-commercial use. However, authorized users assume all risks and liabilities regarding the determination of whether material is in the public domain.
- 2.6 Responsible, legal, and ethical use of the network by CISDV authorized users is expected at all times. Behavior on, and use of, school accounts that is disallowed includes, but is not limited to the following:
- 2.6.1 Vandalism of any kind will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy equipment, data or system performance. This includes, but is not limited to the downloading or creation of computer viruses. It also includes the practice known as "hacking".
- 2.6.2 Failure to respect the fact that the school network is a shared resource and must be used in ways that do not disrupt services to others. It should not be used for any of the following purposes:
- for business
  - for product and/or service advertisement
  - for political lobbying
  - to download excessively large files without the permission of the SNA
  - to place unlawful information on any system, or for any illegal activity, including violation of copyright.
  - to give out IDs or passwords without the authority of a system administrator
  - to gain unauthorized access to resources or entities
  - to view, duplicate, store, or transmit pornographic materials
  - to participate in pyramid schemes
  - to reveal anyone else's personal address, phone number, or other information.
- 2.7 Users must learn and use Network Etiquette. Examples of network etiquette include (but are not limited to) the following:



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- 2.7.1 Being aware of and using acceptable e-mail conventions. Being polite. Using appropriate language.
  - 2.7.2 Maintaining the privacy of personal information about others.
  - 2.7.3 Treating all communications and information accessible via the network as if it were private property (some of it is).
  - 2.7.4 Not harassing other users with unwanted e-mail messages.
  - 2.7.5 Not sending chain letters.
  - 2.7.6 Respecting the privacy of others.
  - 2.7.7 Not reposting personal communications without the original author's consent.
  - 2.7.8 Remembering to use proper logoff procedures.
- 2.8 Access privileges will be terminated under the following condition:
- 2.8.1 At the discretion of the School Network System Administrator, when he/she believes that a violation of the Acceptable Use Policy has occurred.

### **3. School Network Administration and Acceptable Use**

To a large extent what is appropriate and acceptable use on any computer network will reflect the decency and common sense of the majority of individual users. It is important for authorized users to be aware of the role of the School Network Administrator (SNA) in the efficient and appropriate operation of the network. The SNA's duties include being the final arbiters of what is considered acceptable use of the network. The use of the Internet is a privilege, not a right, and it is made available only so long as the account user abides by the Acceptable Use Policy. Inappropriate use will result in disciplinary action and could lead to the cancellation of access privileges. The SNA may close an account at any time as required. The administration, faculty, and staff of each school may request the SNA to deny, revoke, or suspend specific user privilege. By signing the attached registration form, account users agree to abide by the terms and conditions of use of the School Network, as outlined in this document.

The CISDV makes no guarantees, whether expressed or implied, with respect to the Internet access it is making available to authorized users. The schools will not be responsible for any damages the user may suffer as a result of use of the account. This includes loss of data resulting from delays, non-deliveries, or service interruptions caused by the school's negligence or errors or omissions. Furthermore, use of any information obtained via the Internet is at the user's own risk. The schools do not accept responsibility for the accuracy or quality of information obtained on the Internet. The schools do not accept responsibility for any liability, financial or otherwise, which users may acquire through the use of the school accounts.



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The SNA will be appointed by the Principal. He/she will normally be the teacher responsible for teaching and/or supervising computer education in the school. In the event that no one teacher has this responsibility it may be assumed by the Principal.

#### 4. **Web Pages**

##### Responsibility

4.1 School Web Sites - The Principal will designate a staff member to be responsible for the school's web site policy. This person may be the SNA.

4.2 Student Web Pages - the Principal, in consultation with the SNA will establish a process and criteria for construction and posting of student web pages.

E.g. must be related to student's educational and career preparation. Must include the following notice:

"This is a student web page. Opinions expressed on this page shall not be attributed to \_\_\_\_\_ school".

4.3 Extra-curricular activities web pages - the Principal, in consultation with the SNA will establish a process and a criteria for the construction and posting of curricular activities web pages.



Island Catholic Schools

**EDUCATIONAL PROGRAM,  
CURRICULUM AND  
INSTRUCTION**

**INTERNET ACCEPTABLE USE**

**613**

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