

# **St. Volodymyr School Acceptable Use Policy Grades 5 to 8**

September 2021-22

***Classroom teachers will be focusing on proper use of technology within the classroom and digital citizenship in today's society throughout the 2020-21 school year. Please review this document with your child.***

Our students use technology to learn. Technology is essential to facilitate the creative problem solving, new media literacy, and collaboration that we see in today's democratic societies. While we want our students to be active contributors in our connected world, we also want them to be safe, legal, responsible, and behave in ways consistent with our Catholic teachings. This acceptable use policy (AUP) supports our vision of technology use and upholds in our students a strong sense of digital citizenship.

## **Digital Citizenship**

St. Volodymyr students will use information and technology in safe, legal and responsible ways. It is important that we educate our students accordingly.

We support and teach the following elements of being a productive digital citizen.

### **1. Respect Yourself.**

- I will select online names that are appropriate and be conscious of the information and images that I view and post online. At no time will I post my last name.

### **2. Protect Yourself**

- I will never publish or share my personal details, contact information or a schedule of my activities. This includes posting my last name at any time.
- I will never meet anyone in person that I have met online.
- I will consult the terms of service that I'm of age to use online app, website or tools. If I'm not, I will refer to the professional judgement of my teacher.
- I will not post photos/videos of myself or others, on open, unrestricted sites.
- I will keep my passwords private.

### **3. Respect Others**

- I will not use technologies including social media to bully, tease, cause embarrassment, or damage the reputation of others.

### **4. Protect Others**

- I will protect others by reporting abuse to a parent or teacher and by not forwarding inappropriate materials or communications.

### **5. Protect Intellectual Property**

- I will accept and adhere to copyright laws.

## 6. Respect Intellectual Property

- I will properly cite any and all use of websites, books, images and media, etc.

**Student email accounts** are provided by the Division on a network that may be monitored for compliance with school and GSCS policies. Use of these accounts is subject to the conditions of digital citizenship, as outlined above.

**It is a GSCS expectation not to open email attachments from unknown senders, or when such attachments are unexpected, as viruses, Trojans, and other malware can be delivered this way.**

### **Student Personal Electronic Devices**

St. Volodymyr School recognizes that students are bringing their own personal electronic devices to school which includes cell phones, but also could include laptops, tablets or cameras.

**The student use of Personal Electronic Devices is a privilege, not a right, and can be removed if it interferes with student learning, duties, and obligations.**

***The expectations of the use of student devices at school are as follows:***

- During instructional time cell phones and any other student devices may only be used with the explicit permission of the supervising teacher.
- If students are accessing wireless mobile services (WiFi) during the school day they are under the same usage guidelines and expectations as in the AUP.
- Personal devices are the exclusive responsibility of the student. The school will not be held responsible for loss or damage incurred to student devices.
- Students may access their cell phones for personal and individual use during recesses only (For example to listen to music)
- During the school day students should not be taking pictures or videos without the explicit permission of their teacher and permission of their subject.

The following includes examples, but is not limited to, inappropriate uses of personal electronic devices: harassment, threats, intimidation, electronic forgery, cyberbullying/ cyber threats, invasion of personal rights, cheating on tests/exams, or other forms of illegal behavior during the instructional and non- instructional day. Students are not to use material or text messages to invade personal privacy or harass another person, or disrupt the instructional day, or engage in dishonest acts.

**Students found to be in violation of the Acceptable Use Policy will be subject to classroom and school disciplinary procedures.**