

School District #62 (Sooke)

ACCEPTABLE USE OF TECHNOLOGY	No.: B-117
	Effective: Mar. 12/19 Revised: Reviewed: Jan. 8/19; Jan. 22/19; Mar. 12/19

SCHOOL BOARD POLICY

The Board of Education supports the use of information technology and systems for the delivery of educational programs as a learning resource, and the business operations of the organization. The Board is committed to providing an accessible, secure and reliable information technology environment for the purposes of teaching, learning and administration. The Board requires acceptable, ethical, responsible, and legal use of District technology for all users.

The Board acknowledges that the need to protect the integrity of the school and working environment and the safety and security of students, employees, trustees, parents, guardians, volunteers, and guests is of paramount importance. In relation to an employee's duties, when communicating personal information electronically, the Board expects employees to use District technology.

Definition:

"User"	students, employees, trustees, parents, guardians, volunteers and guests using technology (District or personal) that involves any District related activities, including off-campus activities that have a connection to the District or its schools, or for personal purposes that involve any aspect of District technology.
"District technology"	any electronic device, service, electronic information, or system including but not limited to computers; servers; mobile phones; tablets; sensors; cameras; email and voice services; databases; software; apps; and networks provided, approved, or operated by the District (as referred to in the Regulation).
"Personal technology"	any electronic device owned or provided by an individual user used in relation to a District activity.
"Personal information"	the meaning set out in the British Columbia Freedom of Information and Protection of Privacy Act, namely, any information about an identifiable individual excluding information that would allow them to be contacted at work.
"District-owned domain"	domains are owned by the Board and used for providing District identifiable services. Examples include, but are not limited to "sd62.bc.ca" and "sd62learns.org".
"System administrator"	includes employees with the role and responsibility to monitor and maintain District technology.