

## Computer Use Permission Form For Students in Kindergarten to Grade 12

We are pleased to offer students of River East Transcona School Division access to the divisional computer network for electronic mail and Internet. To gain access to email and Internet, all students under the age of 18 must obtain parental permission and must sign and return this form to the school. Students 18 years and over may sign their own forms.

### (1) Internet Safeguards

Access to email and the Internet will enable students to explore thousands of libraries, databases and bulletin boards while communicating with Internet users throughout the world.

On a global network, it is impossible to restrict access to controversial materials. It is the shared responsibility of the student, parent, teacher and administrator to ensure that access to networks and computers provided by the school system is not abused.

Some material accessible via the Internet might contain items that are illegal, defamatory, inaccurate or potentially offensive to some people. ***The River East Transcona School Division uses an Internet filtering system to minimize access to inappropriate websites (e.g.: pornography). In addition, all student email messages are sent through a content filter, which scans for obscene or threatening language.*** While we do everything we can to prevent such access, it is not possible to *guarantee* that students will not accidentally or purposely find inappropriate material. We believe that the benefits to students from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages. But ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, River East Transcona School Division supports and respects each family's decision whether or not to approve computer access.

### (2) Division Internet and Email Rules

Students are responsible for good behaviour on school computer networks just as they are in a classroom or a school hallway. Communications on the network are often public in nature. General school rules for behaviour and communications apply.

The network is provided for students to conduct research and communicate with others. Access to network services is given to students who agree to act in a considerate and responsible manner. Parent permission is required. **Access is a privilege – not a right.** Access entails responsibility.

Individual users of the divisional computer networks are responsible for their behaviour and communications over those networks. It is presumed that users will comply with divisional standards and will honour the agreements they have signed.

Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and ensure that users are using the system responsibly. Users should not expect that files stored on divisional servers or workstations would always be private. As outlined in board policy, the following are not permitted:

- (a) sending or displaying offensive material;
- (b) sending or displaying violent or pornographic material;
- (c) using obscene language;
- (d) using information and communication technology to harass, insult or attack others (cyber-bullying);
- (e) damaging computers, computer systems or computer networks;
- (f) accessing, uploading, downloading or distributing material that the school has determined objectionable;
- (g) violating copyright laws;
- (h) using another's password;
- (i) trespassing in another's folders, work or files;
- (j) intentionally wasting any resources or introducing a virus or any destructive data into the network;
- (k) employing the network for commercial purposes.

Violations of this policy may result in a loss of access, other disciplinary measures, legal action or a demand for financial reimbursement.

A copy of the complete policy (IJND – Computer Technology Use) is available at the school upon request or at [www.retsd.mb.ca](http://www.retsd.mb.ca).

**Parent Permission Section**

**Computer Use Permission**

**As a parent or legal guardian** of the minor student signing below, I give permission for my son/daughter to have access to:

- |   |     |                       |    |                       |
|---|-----|-----------------------|----|-----------------------|
| World Wide Web ( <i>Filtered</i> Internet Access)                                     | Yes | <input type="radio"/> | No | <input type="radio"/> |
| Individual email<br>( <i>Filtered</i> access and for students in grades 3 to 12 only) | Yes | <input type="radio"/> | No | <input type="radio"/> |

**Please note:**

Parents who indicate “no” on any of the above points need to discuss this decision with their son/daughter.

**Parental Responsibility:**

I understand that any violation of use policies could result in loss of access, personal payment of costs incurred and possible prosecution.

Please Initial: \_\_\_\_\_

I understand that the use of the Internet as part of an educational program is a privilege, not a right, and inappropriate use will result in cancellations of those privileges.

Please Initial: \_\_\_\_\_

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Parent Name

\_\_\_\_\_  
School Name

\_\_\_\_\_  
Parent Signature or Student  
Signature if 18 years of age  
or older.

\_\_\_\_\_  
Homeroom Teacher/Advisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Grade

**Student Responsibility and Commitment (Students in Grades 3 to 12, please sign.)**

As a user of the River East Transcona School Division computer network, I hereby agree to comply with the divisional computer technology use policy, communicating over the network in a responsible fashion while honouring all relevant laws and restrictions.

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Student Signature

**This form will be applicable until the student enters Grade 3, transfers to another school, or parents indicate a change in permissions.**

Effective Date:	June 1, 2004	Policy
Amended Date:	June 20, 2006; June 17, 2008	Regulation
	March 15, 2011	
Board Motion(s):	372/04; 326/04; 221/08; 70/11	Exhibit <b>XXX</b>
Legal/Cross Reference:		