



Administrative Procedure Form APF-1300.1



Student Acceptable Use Agreement

PURPOSE

Milestone School is committed to the promotion of lifelong learning. As part of that commitment, the Milestone School will provide access to staff and students to the diverse and unique access to the Internet and many different software and hardware options.

Disclaimer – The Internet offers access to ideas, information and commentary from around the world that can be personally, professionally and culturally enriching. However, not all sources on the Internet are accurate, complete or up-to-date. Milestone School does not have control over, and does not accept responsibility for material in sources on the Internet. Students will remain supervised while using the Internet.

GENERAL PRINCIPLES

Access to computer systems and networks owned or operated by Milestone School and/or Prairie Valley School Division, impose certain responsibilities and obligations and is granted subject to Milestone School and Prairie Valley School Division policies, and provincial and federal laws. Appropriate use always is ethical, reflects academic honesty, and shows restraint in the consumption of shared resources. It demonstrates respect for intellectual property, ownership of data, system security mechanisms, individual privacy and freedom from intimidation, harassment, and unwarranted annoyance. The intent of the Milestone School information systems and the Milestone School network is to enhance education and research work and to facilitate administrative processes. All users are to abide by guidelines as set out by Milestone School and/or Prairie Valley School Division.

ENFORCEMENT

Milestone School considers violation of the foregoing principles to be serious, and reserves the right to copy and examine any files or information resident on Milestone School systems allegedly related to this or any other Milestone School policy. Offenders will face consequences as set out by the Principal of Milestone School up to and including total loss of computer privileges and suspension. Offenders may be prosecuted under applicable provincial and federal law.

IN SUMMARY

The computers at Milestone School are to be used for Educational purposes. Students may use computers under the permission, direction, and supervision of a staff member. Computer and/or Internet privileges may be temporarily or permanently withdrawn for any violation of Prairie Valley School Division's policies and the rules determined by Milestone School. For more information, visit the Prairie Valley School Division website www.pvsd.ca or contact Milestone School.

To Be Completed by Parent or Guardian

I, _____, have read and understand the above Information Technology Acceptable Use Administrative Procedure given to my child.

I agree with the guidelines listed and will ensure that my son/daughter understands the guidelines and the consequences of violating the guidelines.

Parent Signature

Date (MM/DD/YY)

To Be Completed by Student

I, _____, have read and understand the above

Information Technology Acceptable Use Administrative Procedure and have gone over it with my parents.

I agree with the guidelines listed and will ensure that my son/daughter understands the guidelines and the consequences of violating the guidelines

Student Signature

Date (MM/DD/YY)

Please hand in the following sheet to the homeroom teacher.

This consent shall remain in effect as long as the student is registered with Prairie Valley School Division and needs to be signed only once. If situations arise that cause you, as a parent, to be concerned about your child's privacy or safety, with respect to the potential use(s) of his or her personal information as outlined above, please contact the school principal immediately to make changes to your permissions.

If you have any questions or comments, feel free to contact Milestone School @ 436-2292.

Prairie Valley School Division collects personal information for the purpose of providing education services and is subject to the *Local Authority Freedom of Information and Protection of Privacy Act*.