

**NETWORK RESOURCES “ACCEPTABLE USE PROTOCOL” FOR STUDENTS AND GUESTS**

**Introduction**

Grande Prairie & District Catholic Schools provides technology resources that support learning for students and staff or support administrative operations. “Network resources” refers to all resources on the network of Grande Prairie & District Catholic Schools. This includes, but is not limited to, Internet access, e-mail accounts, installed software, personal file storage and all hardware attached to the network. Network technology is infused in the daily lives of students and guests and its use as responsible citizens is implied.

**Principles of Use**

- ✓ Grande Prairie & District Catholic Schools owns all network resources and has the right to monitor use of the network resources.
- ✓ All network resources are for educational use.
- ✓ Network resources are valuable resources and should be used appropriately.
- ✓ The use of network resources is subject to all policies and practices of both the Grande Prairie & District Catholic Schools and the school related to technology, property or conduct.
- ✓ Access to network resources with personal devices is subject to the policies and practices of Grande Prairie & District Catholic Schools.

**Conditions of Use**

- ✓ Students & Guests should use network resources for appropriate educational purposes only.
- ✓ Students & Guests will not publish on the Internet or in publicly viewed file personal information about themselves or other students or guests.
- ✓ Students & Guests who discover material on the network that is inappropriate or makes them feel uncomfortable should report the material to a staff member.
- ✓ Students & Guests will only use their assigned login in the manner intended. This includes accessing only network resources assigned to their login. Students & Guests will not use another person’s files, output or user name.
- ✓ Students & Guests are responsible for the security of access (login and password) to their network resources. In particular, not tell others their password or leave a workstation where you are logged in. Change your password regularly. Students & Guests are responsible for problems caused by use of their login by other individuals.
- ✓ Students & Guests will not decrease the operation of and access to network resources through inappropriate use of network resources, malicious activity directed against network resources or through unauthorized use of personal program/data files.
- ✓ Access to network resources with personal devices is subject to the regulations in this procedure and the Administrative Procedure Handbook.
- ✓ Consequences of inappropriate use of network resources may include loss of network privileges, suspension, financial liability for damages, disciplinary or legal action.

**Acknowledgements**

Student/Guest

I agree to follow the conditions of this Acceptable Use Protocol.

Student/Guest Name (Print): \_\_\_\_\_

Student/Guest Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent/Guardian

I have read the Acceptable Use Policy and understand the educational intent of network resources.

Parent/Guardian Name (Print): \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_