

DISTRICT PHILOSOPHY

Policy 104 **(previously 415)**

Acceptable Use of Information and Communications Services

This policy shall govern the use of computer and computer-related hardware, mobile devices, communication systems (e-mail, voice, fax, etc.), software, the local and wide area networks, servers, and Internet services and resources, collectively hereafter referred to as "Information and Communications Services" or "ICS", provided by the Board of Education of School District No. 38 (Richmond) to students, employees, contractors and others. The Board's responsibilities include the establishment of the reasonable boundaries of what is considered acceptable use of the School District's Information and Communications Services. In every circumstance of the use of information and communications services, the appropriate federal and provincial legal and legislative requirements apply.

The District's ICS are designed for a very specific and limited purpose. The District provides access to the local area network and the Internet for communication and for accessing online resources. It is intended for educational and/or research purposes and for conducting valid Board business. The use of the District's ICS for any other purpose is prohibited including, without limitation, commercial, criminal, obscene or illegal purposes. Access to and participation in the local and global networks carries with it a responsibility for adherence to established regulations and guidelines for acceptable use, which are set out in the associated regulation and procedures of this policy.