

District School Board of Niagara
ADMINISTRATIVE PROCEDURE

APPENDIX B (AP 4-02)

**INFORMATION TECHNOLOGY DIGITAL CITIZENSHIP AGREEMENT
SECONDARY STUDENTS**

In order to enhance learning, empower our students and to maintain an effective and safe electronic learning environment for all users, the District School Board of Niagara (DSBN) requires that all students follow the rules and responsible use of technology as stated in this Digital Citizenship Agreement. Parents, guardians, students and teachers are asked to read the contents of this Digital Citizenship Agreement carefully. A parent/guardian signature is required on this agreement form before student access is granted for the use of Information Technology services provided by the DSBN.

Students are accountable for:

- adhering to the standards of courtesy and behavior consistent with the DSBN's individual School Code of Conduct;
- respecting others' privacy and personal information when using technology;
- keeping personal information private (i.e., not publishing pictures, names, addresses, phone numbers);
- reporting any form of online harassment or cyberbullying;
- responsibly using computer and network resources, Internet and electronic communication tools for specific projects, research methods or other educational purposes as outlined by the teacher or designated staff member;
- treating technology with respect; only gaining authorized access to any digital system and reporting known technical, safety or security problems to a teacher or supervising staff member;
- transmitting, posting or downloading digital content or software in accordance with copyright laws;
- only using another person's intellectual property with proper consent;
- providing proper citation when using another person's work, or intellectual property.

The term "technology" as used in this document refers to, but is not limited to, the DSBN's networks, computers, devices, peripheral devices, digital media and storage devices, current and including emerging electronic devices. Technology owned by students and staff are also included in this agreement.

In accordance with the DSBN's policy, school and DSBN administration and supervisory staff, with appropriate consultation, will decide if technology has been used inappropriately. If deemed inappropriate, school staff and DSBN administrators will determine the consequences and/or disciplinary actions consistent with DSBN policy and/or individual school's Code of Conduct.

For more information regarding the DSBN's School Code of Conduct, please contact school administration or visit the school's website at www.dsbni.org/schools/websites.aspx

We have read and understand the DSBN's Information Technology Digital Citizenship Agreement and agree to follow it as outlined above.

Student Name (please print): _____ Date: _____

Student Signature: _____ School: _____

Parent/Guardian Name (please print): _____

Parent/Guardian Signature: _____ Date: _____