



Dr. Kearney Middle School Digital Citizenship & Safety Plan

At Dr. Kearney, all community members are expected to follow the School District 60 User Agreement, District Code of Conduct and the DKMS Code of Conduct. We all endeavour to be good digital citizens.

All students receive a Digital Citizenship and Safety presentation: bit.ly/sd60dcs

Our school invites Cyber-safety experts, and the RCMP to present to our staff and students on internet and social media safety. Our Health & Wellness, and ADST teachers include digital citizenship and safety units in their courses. Additionally, the District Technology Itinerant Teacher presents Self and Peer Exploitation Prevention lessons to our Grade 7 students.

EXPECTATIONS FOR BEHAVIOUR **SD 60 Acceptable Use Agreement – Electronics & Software**

What Users Must Do:

- DO follow the rules, guidelines and procedures set down by your teacher, school and district.
- DO act responsibly, safely, and carefully when using school computers.
- DO keep your password a secret. *Don't tell anyone.*
- DO tell your teacher right away if you are having problems with your computer.
- DO report any computer damage to your teacher/administrator right away.
- DO use only legal versions of software provided by the School District.
- DO be considerate of others when using shared computer resources.
- DO remember that postings to social media can be attributed back to you and often are available permanently online even if you have deleted them afterwards.
- DO abide by regulations and age restrictions on web services
- DO ask for permission before taking pictures or recording audio/video
- DO tell a trusted adult if anything makes you feel uncomfortable

What Users MUST NOT Do:

- **DO NOT use school computers and network for anything that is not related to school unless you have permission from your teacher/administrator in writing.**

This means you should:

- Never use the school computer and network for personal entertainment, including playing computer or web-based games.
- Never use the school computer for personal communications not related to your schoolwork. This means no personal email, chat rooms or instant messaging or social media (ex. SnapChat, Facebook, Instagram etc.)
- Never download or stream music for non-educational purposes.
- Never share your personal information (name, address, phone number, pictures) or the personal information of others with anyone on the Internet.

- Never agree to meet in person with someone you have met online unless you first have permission from your parent(s).
- Never behave in ways that you know would not be acceptable at school. This includes no swearing, inappropriate comments, bullying, verbal harassment, name-calling, racist or abusive language when communicating via your computer.
- Never do anything with the school computer that you know is not safe or not responsible. Unsafe and irresponsible behaviour includes:
 - Never be engaging in online activities that are against the law, including “hacking” and viewing or distributing pornographic content.
 - Never be sending spam, computer viruses, chain mail or any other messages, which might cause damage or inconvenience to others.
 - Never make changes to the computer hardware or software without first asking permission from your teacher or school.
- **Disallowed actions include:**
 - Changing system folders, desktop settings, or software configurations
 - Changing or damaging computer equipment or software programs
 - Copying files, data or programs from the computer’s hard drive or the Internet
 - Doing anything to harm the computer and network or information stored on it.

DKMS Student Handbook:

“Bullying/Cyberbullying/Harassment/Threats

Threatening and abusive behaviour, discrimination, assault, bullying and harassment are breaches of the Code of Conduct. If these breaches occur outside of the school grounds or school day, but affect the victim’s feeling of safety at school, they are still a breach of the Code of Conduct and will be dealt with by the school administration. Consequences will vary depending on severity and prior incidents.”

Mobile Device Usage:

Any unauthorized use of a mobile device (including, but not limited to: harassment, bullying, or unauthorized photography, audio or video recording) will result in immediate consequences from the DKMS administration. These consequences may include, but are not limited to: the confiscation of the device, restrictions on student use of the SD60 WiFi and computer network, contact with parents/guardians, in-school suspension, out-of-school suspension or referral to the District Conduct Committee.