



**PARENT & STUDENT CONSENT TO  
DIGITAL ACCESS**

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**Re: Student Digital Access**

Dear Parent(s)/Guardian(s):

The Holy Family Roman Catholic Separate School Division will endeavor to infuse 21<sup>st</sup> Century learning skills into curricula and the development of educational programming. Staff and students will be supported as we continually develop their 21<sup>st</sup> Century Competencies. In an effort to accelerate 21<sup>st</sup> Century learning skills, Holy Family believes in leveraging technology.

The Holy Family School Division has established a division-wide digital network to facilitate the educational process and administrative services necessary to thrive in the 21<sup>st</sup> Century. This system also allows access to the internet. The internet is a global network that contains databases, reference materials, and resources. This global resource can extend students' educational experiences far beyond those currently available through other means.

Along with the use of this resource come certain responsibilities. Although the division provided training in the use of the division's telecommunications network that emphasized the ethical use of the resource, it is possible that your child may access some material you may find objectionable. While the division will take reasonable steps to preclude access to such material through electronic filtering and classroom management, it is not possible for the division to guarantee that it can completely prevent such access.

Please take a few minutes to ensure your child is informed regarding the Digital Citizenship as outlined in the following two pages titled Summary of Holy Family's Digital Citizenship. Although Holy Family teachers and administrators will continue to emphasize proper behavior, your help in emphasizing the importance of the guidelines will go a long way toward ensuring compliance. I ask that after you read the Summary of Holy Family's Digital Citizenship, you sign the Parent & Student Consent to Digital Access form (page 4) to indicate your preferences for your child's interaction with the school division's digital network.

Sincerely,

Principal

**Note: An account will be initially activated only after this user agreement form is submitted to your school office with the original registration form.**

## Re: Summary of Holy Family's Digital Citizenship

### Background:

Holy Family believes technology has fundamentally changed our community and the ways in which we interact with each other, so that building networks for learning and support is more important than ever before. The internet has broken down many barriers allowing us to rethink the way we work and connect. We are no longer tied to those in our immediate physical surroundings, but now operate in more fluid and complex networks of people from around the globe. Holy Family is committed to ensuring that we are providing opportunities for our students and staff to safely and smartly sift through this abundance of information and to navigate online spaces in ways that contribute to learning as we embrace digital citizenship. (*Digital Citizenship Education in Saskatchewan Schools, 2015, Saskatchewan Ministry of Education*)

Digital Citizenship can be defined as being a member of a particular community which carries rights and responsibilities. That community has norms that are appropriate and responsible for online behavior; the quality of habits, actions, and consumption patterns should have a positive impact on the ecology of digital content and communities. (*Digital Citizenship Education in Saskatchewan Schools, 2015, Saskatchewan Ministry of Education*)

### [OP 5162 Digital Etiquette](#)

- Technology will be used productively with good intentions, so as to not harm other people or their work.
- Technology will not be used to intentionally harm Holy Family's network; harm may take such forms as, but not be limited to: intentionally introducing viruses, hacking into secure areas, unplugging equipment, etc.
- There will be no attempt to download programs without appropriate permission(s).
- Sharing, posting and communication of appropriate messages, images and information will follow good Catholic practices.
- It is important to respect people's right(s) to privacy. This includes, but is not limited to, no sharing of passwords, taking or sharing of photos or videos without specific permission(s).

[OP 5163 Digital Access](#) and [OP 5164 Digital Legal Responsibilities](#)

- Allowing access to Holy Family's network, hardware, or software will be granted only to those people who have agreed to and signed:

OP 5163 Appendix 1 Parent & Student Consent to Digital Access (page 4)

- Access to Holy Family's network, including Wi-Fi, must be for the purpose of carrying out duties relevant to Holy Family.
- Personal Electronic Devices (PEDs) may be used in Holy Family with specific permission from the appropriate supervisor at the time of use; Holy Family assumes no responsibility for safety, security, loss, repair, or replacement of PEDs.
- The digital network is owned by Holy Family and Holy Family reserves the right to access content on the network including all messages and data stored.
- Google accounts with a number and letter combination, rather than names, will be created for students through our Holy Family domain. Google's secure servers, therefore Holy Family student data, may be located outside of Canada.
- Violation of Holy Family's guidelines or anyone being identified as a security risk may be denied access to the Division network, be limited to their ability to bring PEDs, and may face disciplinary action.

## Re: Parent & Student Consent to Digital Access

### PARENT(S)/GUARDIAN(S):

I have read the Summary for Holy Family's Digital Citizenship (pages 2 & 3 of this document).

I hereby release Holy Family RCSSD No. 140, its personnel, and any institutions with which it is affiliated from any and all claims and damages of any nature from my child's use of or inability to use the division system. I will instruct my child regarding the restrictions against accessing materials that violate the Holy Family's Digital Citizenship guidelines. I will emphasize to my child the importance of following the rules for personal digital safety.

As well, I am aware that there are potential dangers associated with the posting of personally identifiable information on a web site since global access to the internet does not restrict who may access such information. I understand that these dangers have always existed; however, schools do want to recognize and celebrate student achievement.

I hereby give Holy Family RCSSD No. 140 permission (please initial where consent is given):

For my child to have Digital Access to the school division's digital network

For my child to access the internet

For my child's work, individual or group photo (possibly with first name only) to be published where general public can see (ex. school or division website, newspaper, etc.)

For my child's work to be secured on the Google Cloud Platform; I understand Google secure servers may be located outside of Canada.

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I have read or had read to me the Summary of Holy Family's Digital Citizenship. I also understand that should I violate division procedure, school disciplinary action may be taken. I understand that this agreement will be considered valid for future years until such time as I notify the school in writing that this agreement is revoked or modified.

<b>Student's Consent:</b>  _____ Name (print)                      Signature (grade 4 & older)                      Date
<b>Parent/Guardian's Consent:</b>  _____ Name (print)                      Signature                      Date