Guiding Principles for Electronic
And Social Media Communication For Students

School District No. 46 recognizes the benefits of student access to electronic and social media communication in supporting the goals, objectives, and activities as prescribed by the Ministry of Education and the School District.

These guiding principles reflect the District's expectations of students' appropriate use of electronic communications systems / online technology.

This document is a supplement to School District No. 46 Regulation #1600 (Information Technology: District-Wide Network and Internet Appropriate Use).

Students who do not abide by these guiding principles may lose their opportunity to have access to the use of online technology in the future.

➢ Be aware of what you post online.   Social media venues including wikis, blogs, photo and video sharing sites are very public.   What you contribute leaves a digital footprint for all to see. Do not post anything you wouldn't want fellow students, parents, teachers, or a future employer to see.

➢ It is acceptable to disagree with someone else's opinions, however, do it in a respectful way.   Make sure that criticism is constructive and not hurtful. ***What is inappropriate in the classroom is inappropriate online.***

➢ Be safe online. Never give out personal information, including, but not limited to, last names, phone numbers, addresses, exact birthdates, and pictures.   Do not share your password with anyone besides your teachers and parents.

➢ Respect the privacy of individuals when posting information. Never record, take pictures or video of individuals without prior approval from your school principal.

➢ Linking to other websites to support your thoughts and ideas is recommended. However, be sure to read the entire article prior to linking to ensure that all information is appropriate for a school setting.

➢ Do your own work! Do not use other people's intellectual property without their permission. ***It is a violation of copyright law to copy and paste other's work.*** When paraphrasing another's idea(s) be sure to cite your source with the URL. It is good practice to hyperlink to your sources.

➢ How you represent yourself online is an extension of yourself.   Do not misrepresent yourself by using someone else's identity.

➢ If you run across inappropriate material that makes you feel uncomfortable, or is not respectful, tell your teacher right away.

➢ **IF YOU ARE UNSURE ASK YOUR TEACHER OR PRINCIPAL.**