



Policy No. I-43

<u>Use of Technology and Digital Citizenship</u>	
Adopted: November 18, 2014	Revised: September 17, 2027
Next Scheduled Review: 2027-2028	
Associated Policies & Procedures: <u>VI-62 Use of Technology and Digital Citizenship</u> <u>VI-63 Social Media</u> <u>I-02 Records and Information Management</u> <u>VI-82 Records and Information Management Procedure</u> <u>I-07 Privacy Protection Policy</u> <u>VI-81 Privacy Protection Procedure</u> <u>VI-51 Security Breach Procedure</u> <u>I-24 Fraud Management</u> <u>VI-24 Fraud Management</u> <u>I-36 Trustee Code of Conduct</u> <u>II-39 Progressive Discipline & Safety in Schools Code of Conduct – Suspensions & Expulsions</u> <u>VI-44 Progressive Discipline and Safety in Schools</u> <u>II-45 Bullying Prevention and Harassment</u> <u>II-45 Equity and Inclusive Education</u> <u>VI-54 Equity and Inclusive Education</u> <u>VI-60 Student Grievance in Catholic Schools</u> <u>III-14 Employee Code of Conduct</u> <u>III-16 Workplace Harassment and Harassment</u> <u>IV- Loss or Damage to Personal Items</u> <u>VI-101 Information Security Procedure</u> <u>VI-102 Hate or Bias Motivated Incidents Involving or Impacting Students</u> <u>VI-103</u> <u>VI-104 Multi-Factor Authentication for Employees</u> <u>VI-107 Use of HCDSB Purchased Computing Technology</u>	



Digital Citizenship - Users recognize the rights, responsibilities and consequences of being a learner and ethical.

Guest Network (DSB-GUEST) – The network that is limited to guests of the HCDSB where a user may access the internet and limited HCDSB technology.

HCDSB Network – The primary corporate network where access to HCDSB technology is restricted to HCDSB students, staff and trustees.

HCDSB Supported Tools - online digital programs for use and supported HCDSB

HCDSB Technology - , printers, peripherals, IOT devices (Internet of Things) and computer applications, data, email and collaboration tools as well as approved third-party Internet service providers to HCDSB include E-learning Ontario and online learning resources. The responsibility for ensuring safe and effective use of technology in learning environments and digital textbooks.

IOT (Internet of Things) - is a system of interrelated computing devices, mechanical and digital machines, objects that are provided with unique identifiers and the ability to transfer data over a network without requiring human-to-human or human-to-computer interaction.

Personal Mobile - refers to any portable device used to communicate or to access the Internet (such as a cellphone, tablet, laptop, smartphone).

Social Media - refers to the use of web-based technologies (websites, blogs, platforms and/or applications) that enable users to communicate and share information online.

User -

Principles

HCDSB is committed to preparing our students for the workplace and for success in a world that continues to evolve through advanced technologies.

Essential student success is the ability to use technology responsibly to gather, analyze, construct and share knowledge in a 21st Century world. The objective is to develop the HCDSB community as global citizens and 21st Century learners.

At HCDSB, educators and learners collaborate in innovative school and community settings that encourage student engagement, learning and achievement. As such, HCDSB is committed to:

~~Relief No.~~





All users must be aware that:

Information created with HCDSB technology and on HCDSB-managed systems remains the property of and is accessible by the HCDSB; therefore, users should have no expectation of privacy in anything they create, transmit, receive, store, or use on HCDSB technology;

Any information posted publicly adheres to the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA);

Under MFIPPA, all data is subject to a Freedom of Information request.

Remedial Practices and Consequences

Individuals who do not comply with this policy will be subject to progressive discipline in accordance with HCDSB policies and procedures related to Code of Conduct, progressive discipline and the Education Act.

Principals will consider a range of interventions and consequences to address student behaviours within the Education Act and Policy 29, Code of Conduct –

Consequences may include, but are not limited to, the following, either singularly or in combination, depending on the individual circumstances:

- limitations and/or revocation of access privileges to personal and HCDSB technology resources;

- for staff, appropriate disciplinary measures up to and including termination for just cause; referral to relevant authorities (e.g. police).

APPROVED BY:

DATE: _____

AUTHORIZED BY:

Chair of the Board