

INTRODUCTION

With information technology and all related technology expanding and advancing rapidly, it is becoming increasingly important to bear in mind that our created ability to develop and use tools and information must be managed responsibly and with God-honouring intentions, boundaries, and limits.

The NCC network and related technology is owned by the School. Use of the NCC network and related technology is a privilege that comes with responsibilities.

While NCC endeavours to respect privacy, the online activity may be monitored as needed for security, maintenance, or legal investigative purposes.

Students are held responsible for all activity that takes place within their account, unless it can be otherwise proven in exceptional circumstances.

CODE OF CONDUCT

Students must use the NCC network and related technology, even when using personal electronic devices, in a responsible manner consistent with the NCC Code of Conduct. Unauthorized or irresponsible behaviour will result in the loss of network privileges and may include other disciplinary actions.

Cyber-bullying is a criminal offence and will not be tolerated. This includes the use of email, text messages, instant messaging, social media posts, images, photos, and/or defamatory content on websites that is intended to harm others.

In addition, students must not use either the School Network and Technology or their own personal electronic devices for:

- creating, accessing, storing or distributing illegal, pornographic or discriminatory material
- accessing any other person's social media accounts, email, data, or personal information
- impersonating any other person's online profile or presence or misrepresenting themselves online
- recording anyone else without their express prior permission
- computer-hacking and related activities, including installing or downloading software on the NCC network without permission from school authorities
- attempting to circumvent any form of security
- mistreating, abusing, vandalising or destroying school equipment

COPYRIGHT

- Students are not permitted to illegally access, download, store, or share software, media, books or any other materials or copy, transfer, rename, add or to delete information or programs belonging to others.
- Examples of copyright violations may include, but are not limited to, copying a picture, making illegal copies of software or music and/or reproducing part of a third-party text and claiming credit for authoring that work.

USE OF PERSONAL ELECTRONIC DEVICES

- Teachers have discretion to allow or disallow classes or individual students to use laptop computers, cameras, mobile devices, or internet access at any given time during a class. Failing to comply with a teacher's decision may lead to the student's equipment being temporarily confiscated and/or having their wireless account and access to the NCC network suspended.
- NCC is not responsible for the theft, loss or damage to any personal electronic devices brought to school by a student.

GUIDELINES FOR ONLINE SAFETY

- Be aware of what is posted online. Do not post or repost anything that you would not want your friends, parents, teachers or a future employer to see or that may reflect poorly on you, your friends, or your school community.
- Make sure comments and posts are constructive and not hurtful. Avoid impulsive, inappropriate or heated comments.
- Protect your personal information. Keep passwords private. Do not distribute anyone else's personal information.
- Alert school staff if you experience or witness threatening behaviour online.
- Use school-approved platforms (e.g. Edsby) for academic communication.

I have reviewed and understood the NCC Acceptable Use of Technology Policy.

Student Name (please print): _____

Student Signature: _____

Parent or Guardian Name: _____

Parent or Guardian Signature: _____

Date: _____