

1. Proper Electronic Device Use

- a. Electronic devices (mobile or desktop) are allowed during class time with teacher permission. Please note that school trips are class time.
- b. Devices must be turned off right away when asked by the teacher.
- c. During exams, mobile electronic devices must be securely stored out of sight. The school principal may give permission in special circumstances.
- d. If a mobile electronic device is to be used as a calculator during tests/exams, the school principal may give permission in special circumstances.

2. Improper Electronic Device Use

- a. If taking photos, audio or video of people (staff or students) or their work, then permission from the person must be obtained.
- b. Accessing, reviewing, uploading, downloading, storing, printing, posting, or handing out:
 - i. Obscene, sexually graphic material or other images that is harmful to minors;
 - ii. Materials that use language or images unsuitable for school;
 - iii. Materials that use language or images supporting violence or discrimination toward other people (hate literature). Materials that use language or images that may be considered harassment or discrimination.
- c. Sending or receiving obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually graphic language.
- d. Posting false or insulting information about a person or organization. Harassing another person or become involved in personal attacks.
- e. Meeting with someone you have met online without your parent's permission and participation.
- f. Participating in any illegal act or break any local, provincial or federal laws.
- g. Destroying, damaging or disabling the property of another person or the school.
- h. Attempting to damage any computer equipment (hardware or software) or trying to damage the school's computer system's performance.
- i. Obtaining information resources or a person's materials, information, or files without their permission.
- j. Posting any private details about yourself or another person online. This includes personal contact info, or any other information that will identify a person, such as:
 - i. home addresses,
 - ii. telephone numbers,
 - iii. identification numbers,

4. Consequences

Any abuse of school guidelines by a student or group of students will be handled by the school using the school code of conduct.