



Acceptable User Policy for Network Access at Langley Secondary School

The Internet is an online resource afforded to all students in the Langley School District. The Internet puts up-to-the-minute information, instantaneous communication and audio and video sources and resources at the student's fingertips. Students and staff at LSS may use computers and the Internet to participate in activities that support learning and teaching. Langley Secondary School (LSS), Langley School District (SD #35) and the Provincial Learning Network (PLN) have taken measures to prevent access to inappropriate information; however, we cannot control all accessible information and resources on the Internet. The administration and staff at LSS encourages the ethical use of information found on the Internet.

The intent of this policy is to insure that the Internet is used properly for educational purposes. Please be aware that any Internet site you access is tracked and can be checked by the school administration. In case of misuse or suspicion of misuse of the network or services, LSS administration reserves the right to access any files stored on the system. If a student does not follow our policies listed here, his/her privilege to use the network will be withdrawn. There are generally accepted rules of etiquette when using the Internet and students at LSS are expected to follow them. The Internet user will be expected to abide by the following guidelines:

User Policy – "If in doubt – Ask!"

- Be polite. Never send or encourage others to send abusive messages.
- Use appropriate language. The LSS Internet user is a representative of our school and school district on a non-private network system. The user may be alone at the computer, but what is said and done can be viewed globally. Never swear, use vulgarities, or any other inappropriate language. Illegal activities of any kind (e.g. hacking, spamming, downloading music without compensation) are strictly forbidden.
- Never reveal a home address or personal phone number to anyone over the Internet.
- Do not reveal the addresses and phone numbers of students or colleagues over the Internet.
- Social Networking sites (E.g. Facebook, My Space, Nexopia) are not educational in nature and should not be accessed at LSS at any time.
- Never agree to meet an online contact face to face.
- Electronic Mail (e-mail) is not guaranteed to be private.

Langley Secondary School

- At all times, your actions must take into account the rights of others, including Copyright laws. (Cut and pasting information from the Internet into your paper without using citations is considered cheating as well as a copyright infringement.)
- At all times, LSS Standards must be followed: Is it safe? Is it kind? Is it appropriate?
- The computers are for learning and working. Do not bring games from home on a disk or CD. Online gaming (E.g. RPG's) in any format at LSS is not permitted.
- Do not knowingly spread computer viruses.
- Only use software provided by LSS.
- Passwords must be kept confidential at all times.
- LSS students have the responsibility to respect the privacy of other users. (E.g. Users will not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users. A student should not represent him or herself as another user.)
- LSS students will adhere to the laws, policies, and rules governing computers including, but not limited to, copyright laws, rights of software publishers, license agreements, and all LSS student's right to privacy.
- All LSS students are responsible to report immediately any misuse of the network to the administration. Misuse can come in many forms. It is commonly viewed as any message sent or received that indicates or suggests unethical or illegal solicitation, racism, sexism, or inappropriate language.
- LSS students are responsible for adhering to the Acceptable User Policy for Network Access while using the Internet in the Library or in a computer lab or individual stations throughout the school.
- No food or liquids are allowed around the computers at LSS.
- At LSS you must have a teacher's permission to use a computer and/or the Internet during class times.
- You must have a teacher's approval before printing or downloading files to your data disk.

Please be responsible on the Internet and familiarize yourself with these guidelines before accessing your accounts. If you have any questions, please ask a teacher to assist you.

The use of computers and the Internet is a privilege at LSS, not a right. Failure to comply with these policies will result in the loss of access to your account and to the network.

Langley Secondary School

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Phone: 604-534-4171
Website: <http://www.langleysecondary.com/>



Grade: _____

Langley Secondary School School District #35 – Langley AUP Registration Form

Students and LSS Staff who would like to access the Internet through the Provincial Learning Network (PLN) on a LSS computer must complete the form below and return it to their sponsoring teacher or the school librarian.

Note: Incomplete forms cannot be processed by the LSS Librarian. Please Print.

Name: _____ (Please Print) Date: _____

I have read LSS's Acceptable User Policy and agree to follow the guidelines as written.

Signature: _____

This Application is from (Please check one): Student ___ Teacher ___
Administrator ___ Support Staff ___

LSS student applications must contain all requested information on this form.

Parental Consent and Signature

I have read LSS's Acceptable User Policy (AUP) with my child. I understand that although LSS, School District #35 and the Provincial Learning Network (PLN) have taken reasonable precautions to ensure that access to controversial materials and content are blocked by the PLN firewall, I will monitor my child's daily use of the school's network and his /her potential use of information and resources on the Internet and accept full responsibility in that regard if and when my child's use is not in a school setting.

I give permission for my child to access information and resources on the Internet and through his/her LSS account and certify that the information contained in this application form is correct.

Please print name and relationship to student: _____

Parent/Guardian Signature: _____

Consent and Signature of Sponsoring Educator

I give permission for the above-named student to access the Internet through the PLN.

Print Name and Position: _____ Signature _____

Do not write in this section. For the LSS Network Administrator only.

Assigned Email Address: _____ Date Access Given: _____