



Pacific Way Elementary School

2330 Pacific Way Kamloops BC V1S 1Z3 Phone (250) 851-0632 Fax (250) 377-2255

September 24, 2013

Parents and Guardians,

I have attached three forms for you to complete and return to the school. These consent forms are new versions of forms you have filled out in the past. The new forms have been revised by the School District to ensure that parents are informed and proper consent is provided to the school. The revised forms are:

Personal Information Consent Form: This form permits the school to collect student's photos and put them on district websites and in other school publications, and allows media access to students for external publications. This form is required each year and must be returned to the school with the appropriate check boxes filled and signed by parent.

Outside Media in Schools Form: This form is provided for parents to notify the school that they do not wish their child to have photos taken or anything published for an external source. This form is required each year, if you have objections to media exposure for your child you must send this form back to the school with the second side of the form completed. Parents that sign the front page and return the form are providing consent, as are parents that do not return this form.

Technology Form: Used for internet access at the school. This form is filled out once when your child enrolled in the school. It will be kept on file and you will have to complete a new form when your child changes schools or begins secondary school.

Please complete the forms and return them to the school as soon as possible. These forms are kept on file in the office and are a necessary part of our yearly start-up. If you have any questions please contact Mr. Schmidt.

Sincerely

J. Schmidt
Principal



SCHOOL DISTRICT NO. 73 (KAMLOOPS/THOMPSON)

**TECHNOLOGY: STUDENT ACCEPTABLE USE
STUDENT USE & CONSENT FORM – ELEMENTARY & MIDDLE SCHOOLS**

STUDENT USE OF DISTRICT TECHNOLOGY RESOURCES

I understand and will ensure that my son/daughter will abide by the attached “*Expectations for Students using District Technology Resources*”. I will ensure that he/she uses resources responsibly, respects the rights of others and will not use these systems for unethical or illegal activities. I have read the attached “*Expectations for Students using District Technology Resources*”. I understand that my son/daughter may access District technology systems which allows him/her to access resources, communicate with others and to publish his/her work.

I grant permission for my son/daughter to access the District technology resources and to publish his/her work until Grade 6 for middle school streams and until Grade 7 for regular school streams.

I grant permission

I do not grant permission

Student Name: _____

School: _____

Student I.D.: _____

Date: _____

Parent/Guardian Name: _____

Address: _____

Phone: _____

Parent/Guardian Signature: _____

Date: _____

Parent/Guardian e-mail address: _____

***PARENTS HAVE THE RIGHT TO REVOKE THE ABOVE PERMISSIONS AT ANY TIME
BY CONTACTING THE SCHOOL AND COMPLETING AN UPDATED FORM***

TECHNOLOGY: STUDENT ACCEPTABLE USE **EXPECTATIONS FOR STUDENTS USING DISTRICT TECHNOLOGY RESOURCES**

The following are expectations for students accessing the Internet and e-mail through the District's/Schools' networks. Students agree to the following terms and conditions.

Inappropriate material: I will inform my teacher or principal if I come across any site, material information or situations that makes me feel uneasy or uncomfortable, or that I believe may contain inappropriate material. I will not respond to a message sent to me that makes me feel uneasy or uncomfortable. I will not post, send or download inappropriate material.

Respect for other people's personal information: I will not post personal information about other people, including family members, fellow students, teachers, District employees or friends. Personal information may include information such as full names, school locations, interests, extracurricular activities, occupations, home or business addresses or phone numbers.

Posting student's own information on the Internet: I will not post my personal information anywhere, including my homepage if I have one, through the District or School Internet server. I may however, post school projects and work on the Internet as approved by my teacher. Just as I have been warned in the past about not meeting or talking to strangers, the same is true for using the Internet – I will not meet with anyone I talk to on the Internet without my parent or guardian present.

Electronic Mail: Electronic mail is an electronic messaging system which delivers messages through the Internet. Electronic mail allows any Internet user to communicate with another user or group of users through the District or School server. I understand that using e-mail will be at the discretion of the school. The students will ONLY communicate with District provided e-mail addresses.

School rules apply: As a student, I understand that all of the rules of expected conduct, appropriate language, fair and respectful comments, and responsible behaviour of a School District No. 73 student and the consequences for breaking those rules apply to my use of any District technology resource, including posting and using services on the Internet. I understand the consequences for breaking those rules may result in the limitation or withdrawal of the privilege of having access to the District or School technology systems and of having Internet access. More specifically, without limiting the above, I agree that:

- I will not do anything illegal.
- I will not breach my responsibilities as a student under the *Student Acceptable Use – Student Use of District Technology Resources Consent* when using the District's technology systems or the Internet.
- I will not break any regulations regarding student conduct established by the District or my School.
- I will use appropriate language on the Internet, and any statements of opinion that I make will be respectful, fair and not malicious.
- I will not engage in any financial transactions or cause any damage or losses to any person in using a District electronic communications system including posting and using services on the Internet.

I understand that I am personally responsible for my actions, errors and omissions in using a District electronic communications system and accessing the Internet. I further understand the consequences for failing to comply with the terms and conditions of these regulations may well exceed school disciplinary actions, and may include criminal investigations, civil suits or both.

Responsible Use of the Resources: I agree to use my time on-line effectively, in posting and using services such as browsing and downloading files. I agree to keep my password secret.

Plagiarism: I agree that I will not copy information and claim it as my own.

Copyright: In the event that I wish to copy any copyrighted work, if I do not already have legal permission to copy that work, I will ask the original author for written permission to use the graphics or any copyrighted works, including works of art, compositions, text, symbols, sayings, cartoons, excerpts, and quotations. I agree that I will give written credit for sources of information for my work.

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School rules apply: As a student, I understand that all of the rules of expected conduct, appropriate language, fair and respectful comments, and responsible behaviour of a School District No. 73 student and the consequences for breaking those rules apply to my use of any District technology resource, including posting and using services on the Internet. I understand the consequences for breaking those rules may result in the limitation or withdrawal of the privilege of having access to the District or School technology systems and of having Internet access. More specifically, without limiting the above, I agree that:

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- I will not breach my responsibilities as a student under the *Student Acceptable Use – Student Use of District Technology Resources Consent* when using the District's technology systems or the Internet.
- I will not break any regulations regarding student conduct established by the District or my School.
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Plagiarism: I agree that I will not copy information and claim it as my own.

Copyright: In the event that I wish to copy any copyrighted work, if I do not already have legal permission to copy that work, I will ask the original author for written permission to use the graphics or any copyrighted works, including works of art, compositions, text, symbols, sayings, cartoons, excerpts, and quotations. I agree that I will give written credit for sources of information for my work.



SCHOOL DISTRICT NO. 73 (KAMLOOPS/THOMPSON)
Notice to Parents and Students: Outside Media in Schools
ELEMENTARY & MIDDLE SCHOOLS

For School Year: _____

For parents: Please complete, sign, and return to your school.*

Student's Name: (Last) _____ (First) _____
(please print)

School: _____

Media (including radio, television, newspapers, and other print and online media) are sometimes permitted or invited to come to the school or to school activities and allowed to take photos or video or conduct interviews with students, for the purposes of promoting public understanding of school programs, building public support for public education, and encouraging student achievement.

If you do not want your child to be involved in such activities, you need to:

- Tell your child to avoid these situations,
- Tell your child's teacher of your wishes,
- Complete and return the form on the back of this page to ask the school and school district to take reasonable steps to avoid this type of publication of your child's name, image, or personal information by outside media.

Note that school and district staff cannot control news media access, photos/videos taken by the media or others in public locations (such as field trips or off school grounds) or school events open to the public, such as sports events, student performances, school board meetings, etc.

For Parents: I acknowledge receipt of this Notice. If I have questions I will contact the School District Superintendent's Office.

Parent's signature

**For parents who have court orders describing their parental rights, this form should be signed by the parent who has the right to exercise the student's privacy protection rights.*

Notice to School District re: Outside Media
For School Year: _____

NOTE: *To be completed only if you wish to register an objection to publication of your child's personal information by outside media at school events.*

I do not want my child's image or name being published by outside media. I have told my child's teacher of my wishes. **I REQUEST** that the school district and its staff take all reasonable steps to avoid having my child's image or name collected or published by outside media when they are present in school or at school activities at the invitation of the school or school district. **I CONSENT** to disclosure by the school district or its staff of the personal information that is necessary to give effect to this request. **I MAY** choose to override this Notice by giving my consent in a specific circumstance. This request applies during the current school year unless I expressly revoke it.

Date: _____

Parent's Name: (Last) _____ (First) _____
(please print)

Parent/Guardian* Signature: _____

Parent/Guardian Contact Information (for contacts related to this notice)

Telephone No.: _____ **Email:** _____

**For parents who have court orders describing their parental rights, this form should be signed by a parent who has the right to exercise the student's privacy protection rights.*

If you have questions about this notice or about the collection of student personal information, you may contact the school principal or the Superintendent's Office.



SCHOOL DISTRICT NO. 73 (KAMLOOPS/THOMPSON)
Personal Information Consent
ELEMENTARY & MIDDLE SCHOOLS

For School Year: _____

For parents: Please complete, sign, and return to your school.*

Student's Name: (Last) _____ (First) _____
(please print)

School: _____

Collection, use, and sharing of student personal information

Schools and Districts are authorized to collect, use, and share student personal information that is directly related to and necessary for their educational functions. For other school or education-related purposes, parental or student consent is required.

The Board of Education of School District No. 73 (Kamloops/Thompson) is seeking your consent to collect, keep, use and share photographs, videos, images, and/or names of students in a variety of publications and on the school or District's website(s) for education related purposes, such as recognizing and encouraging student achievement, building the school community, and informing others about school and District programs and activities.

For example, student names, and/or images may be used or shared in

- school and District communications, such as newsletters, brochures, and reports in limited or public circulation;
- school and District websites, social media sites (e.g. Facebook), and online video (e.g. YouTube), with limited or public access;
- videos, CDs, and DVDs designed for educational use only.

Please check A OR B (not both)

A. _____ I GIVE MY CONSENT for the school or District to collect, use, and share my child's name and/or image for purposes consistent with the above. I understand that images and information posted on the internet may be stored and accessed outside of Canada.

This consent may be withdrawn at any time in writing but withdrawal of consent does not require the school or District to take any steps to withdraw from publication any previously published material. Unless withdrawn, this consent is effective immediately and lasts until September 30 of the next school year.

B. _____ I DO NOT CONSENT to the use and disclosure of my child's name and/or image for the above purposes for this school year.

Date: _____

Parent's Name: (Last) _____ (First) _____
(please print)

Parent/Guardian* Signature: _____

Parent/Guardian Contact Information (for contacts related to this notice)

Telephone No.: _____ **Email:** _____

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If you have questions about this consent or about the collection of student personal information, you may contact the school principal or the Superintendent's Office.