

## **SOCIAL MEDIA - STUDENTS**

### **Background**

Part of learning is adapting to the changing methods of communication. Engaging in digital environments can promote learning, teaching and collaboration for students, staff and parents. The purpose of this procedure is to provide guidance for students and the parent community when participating in online social media activities through district accounts.

Social media is any form of online publication or presence that allows end users to engage in conversations in and around the context of the website. Social media includes, but is not restricted to: social networking, blogs, wikis, social bookmarking, podcasts, forums, instant messaging and texting.

The procedures below are intended for school-related social media (such as SharePoint wikis and blogs) and is separate from personal social media accounts (such as Facebook or Twitter), which may fall under school codes of conduct.

### **Procedures**

1. School related online activities are an extension of the classroom and subject to all school and district expectations. Student online behaviour should reflect their school's Code of Conduct.
2. Students should report any content or behaviour through school-related social media that is not suitable for the school environment.
3. Students should consider the potential consequences of what they post online. What students contribute leaves a digital footprint for all to see. Students should only post what they want friends, peers, parents, teachers, or a future employer to see.
4. Students should be safe online. Students should never give out personal information, including, but not limited to, last names, birthdates, phone numbers, addresses and pictures. Students should not share their password with anyone except their parents/guardians.
5. Students must not intentionally misrepresent themselves or use someone else's identity.
6. Linking to other websites to support a student's thoughts and ideas is recommended. However students should be encouraged to read the entire article prior to linking and to try to ensure that all information is appropriate for their school setting.
7. Students are responsible for the work they create. They should not use intellectual property without permission. When paraphrasing another's idea(s), the sources must be cited.
8. Pictures are protected under copyright and protection of privacy laws.

Reference: Sections 17, 20, 22, 65, 85 *School Act*  
School Regulation 265/89  
*Freedom of Information and Protection of Privacy Act*  
Canadian Charter of Rights and Freedoms  
Canadian Criminal Code