

The Board is committed to using technology in a safe and respectful manner to meet and enhance learning outcomes. Technology will be used to expand the educational opportunities for our staff and students.

**Rationale:**

The Board wants to ensure that educational resources, accessed with technology are used in a controlled and safe manner. The use of technology is a privilege and users must adhere to specific standards of on-line behaviour.

The purpose of this policy is to define standards for protecting Pembina Hills Public Schools information, especially sensitive and personal information, from unauthorized collection, use, disclosure, retention or destruction.

**Scope:**

This Policy applies to all Pembina Hills Public Schools (PHPS) employees, contractors, vendors and agents with a PHPS-owned or personally-owned computer or workstation used to connect to the Internal PHPS network. This Policy applies to remote access connections used to do work on behalf of PHPS, including reading or sending email and viewing intranet web resources.

This Policy applies to anyone using PHPS information including, but not limited to, employees, agents, appointees, consultants, contractors, persons on secondment, volunteers, practicum students, student teachers, exchange teachers and students.

**Reference:**

[AP 80-01 Digital Citizenship](#)  
[AP 80-05 Technology Acceptable Use](#)  
[AP 80-06 Social Media and Internet Communication Procedures](#)  
[AP 80-10 Information Security](#)  
[AP 80-11 Information Security Breach](#)  
[AP 80-15 Technology Evergreening Strategic Plan](#)  
[AP 80-20 Mobile Devices \(Employees\)](#)