

## Administrative Procedure 142

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# SOCIAL MEDIA AND ONLINE POSTING

### Background

Prairie South recognizes the value of educational technology towards improving student learning. Prairie South appreciates that education takes place both in and beyond school. Students and staff must be provided opportunity to access educational resources at a modern, global level, while maintaining the integrity of the division's core values and policies. Given the realities of our modern, connected society, all staff and students must be aware that any material posted online has the potential of becoming permanent and viewable by anyone in the world. Division staff and students are expected to model ethical and appropriate conduct at all times. The expectations of our digital conduct, whether online, through texting, or any other technology, does not differ from our expectations of conduct in person.

### Procedures

1. All staff and students will follow division procedures as outlined in AP 140 Online Services and Responsible Use, AP 170 Harassment (Employees) and AP 180 Local Authority Freedom of Information and Protection of Privacy.
2. Staff and students are responsible for the content of all references made online, and will be held accountable for material that is defamatory to the school or school personnel, students, parents or any other member of the school community using digital media such as social networking sites, blogs, webpages or email.
3. In the absence of consent, use of digital media must not reveal confidential information about the school, or personal information about its staff, students, parents or other members of the school community.
4. Staff and students use of digital media must not be used to threaten or publicly criticize students, staff, parents or colleagues. Staff and students must respect the privacy and feelings of others.
5. Division staff must ensure their online activity does not interfere with their work environment.
6. Students must ensure their online activity does not adversely affect the learning environment.
7. Division staff and students must show proper respect for the laws governing copyright and fair use of the copyright material owned by others.

8. Users in violation of this administrative procedure may be subject to a disciplinary process that could include:

- 8.1 Discipline
- 8.2 Suspension
- 8.3 Expulsion
- 8.4 Termination

Reference: Section 85, 87, 150, 175 Education Act  
STF Code of Ethics  
Local Authority Freedom of Information and Protection of Privacy Act

July 23, 2019