BORÅS STAD

Rules for the ICT service in schools in the City of Borås

In schools in the City of Borås, there is an ICT service intended for school work. As a student, you are offered a personal digital device during your studies as well as access to the internet. You are responsible for knowing and following the rules in this document. The rules apply to all activities within the schools in the City of Borås.

Personal responsibility and zero tolerance regarding offensive behaviour

All users are registered in the computer network and stored in a database. As a user you represent your school and your municipality. You must therefore always appear using your own name. You are required to use the ICT service in a responsible manner. Society's laws and the values of the curriculum apply as a norm. This means that all users must show respect for others, that everyone is equal, use respectful language and safeguard the integrity of oneself and others. **Bullying/offensive treatment or any other form of personal harassment via social media, for example, is strictly forbidden.**

When using the internet, all forms of copyright must be respected which means that it is not permissible to copy and use copyright protected material from the internet.

Personal account

If you have been given the right to use a personal account for the school's e-mail, for example, or for the City of Borås' learning platform PingPong, you are responsible for protecting your password and not giving it to anyone else. You are also personally responsible for the content and use of your accounts. All users must log out after completed work. No sensitive material, especially that can be harmful to another person, may be transmitted via e-mail or at any of the school´s digital services.

Personal digital device

If you are given the right to use a personal digital device you are responsible for handling it carefully and storing it in a safe place. Students responsible for a personal digital device must always bring it home at the end of the school day. If you want to install any software on the computer, you are responsible for ensuring that a valid licence exists.

Illegal activities

The ICT service of the City of Borås must not be used for illegal activities. Damage, intrusion attempts, spam, intentional spreading of viruses or "password crackers", downloading and installing pirated software or any other action which harms the ICT service will be considered abuse, which can lead to expulsion and may be reported to the police.

All computer traffic is logged. Upon suspicion of violation or criminal acts, the administrative head or deputy administrative head will decide how to handle the issue in consultation with the head of the IT department. Breaches of existing laws and rules can lead to a report to the police, damage liability and sentencing. Upon request, students must allow authorised school personnel to review the contents of the digital device. Each person must be aware that this means that the content of a personal account and e-mail can be inspected and read.

The City of Borås
Department of Education