

## Parent / Guardian Documents

### What is Ignitia?

Ignitia is a Web-based learning environment featuring a media-rich, online curriculum for grades 3 through 12. This Web-based curriculum can be accessed through any Internet connection and browser using a personal computer (PC) or Macintosh. (Licensed per school). With 3-D animation, video clips, and other exciting multimedia, Ignitia is the perfect Christian school curriculum for today's students. With this flexible, state-of-the-art curriculum, teachers can customize lessons to fit each student's individual learning needs and schools can be curriculum-ready in minutes. (<https://anchoracanada.ignitiaschools.com/owsoo/about>)

### Why am I using Ignitia?

The use of computers in education has exploded in recent years. Today a fully online option for education is available. The benefits of using Ignitia are:

- Fast communication with the teacher
- Fully online material that allows for different learning styles
- Customizable content to meet the students' individual needs
- Easier tracking of completed work for the student, parent, and teacher

The school has chosen Ignitia as a format which your child can receive his/her curriculum requirements.

### Risks that could arise

Because Ignitia is hosted "in the cloud" it is important for parents to understand some key points:

- The cloud is everywhere. This means that you are able to access it from any device that is connected to the internet, you also need to be aware that others can also do the same so keeping your password private is essential.
- The cloud stores your information so that you don't have to. This means that there will be much more room on your device because once something is uploaded on to the cloud it will remain there and be accessible.

When Parent Access is granted to their students records, a mistake could be made giving parent access to a student who is not their own. The parent must confirm that the child(ren) assigned to them are their child(ren). Permission will be removed from the parent in the event of a mistake.

### What's 'personal information'?

"People have different standards of what they consider 'personal' information. Sharing over social media has done a fair bit to reset our expectation. Regardless of personal definition, if the information, data, or content could be used to identify you, it's 'personal information' – though professional or business contact information may be treated separately." <sup>1</sup>(Henglstler, 2013). A student's personal information could include: name, date of birth, address, telephone number, email address, educational information, and anything that identifies an individual, including photographs. If any information, data or content could be used to identify you it is then qualified as "personal information".

Changes may occur; this document is current as of terms of service on May 29, 2015. Review completed by Brad Breitz

## **Why is BC so sensitive to privacy laws regarding data?**

“Shortly after the 9/11 attacks on the US in 2001, the American government enacted the United States Patriot Act that allowed the United States government to search private and public data housed on servers on United States soil. At the time, The British Columbia Medical Services Plan was hosting our provincial medical records in the United States. Unions in British Columbia expressed concern over the ability of the American government to search through British Columbian’s personal medical records and histories. Ultimately, the rule is: if you transfer or authorize the transfer of your personal information outside of Canada, that data is subject to the laws and practices of the country where it sits – be it the United States, China, or India. (Remember that minors, under the legal care of an adult, cannot authorize such a transfer.) Not all locations have similar notions about your right to privacy. Since cloud computing is a relatively new technology, the laws and best practices governing it are still changing and there is a need to stay current.”<sup>1</sup>(Hengstler, 2013)

## **Why is a consent form necessary?**

Various provinces in Canada – and other jurisdictions across the world – have enacted laws to protect personal privacy. In BC, the Personal Information Protection Act (PIPA) covers all independent schools. It is one of the most defined privacy protection frameworks in Canada. PIPA states that ‘private bodies’ such as independent schools have defined legal requirements for handling your personal information when it is within their ‘custody’ and ‘control’. Generally, private bodies must make sure that your personal information cannot be stored or accessed outside of Canada without your expressed permission – ‘consent’ (Note: there are certain expectations in the law like data covered by treaties, etc.). PIPA states that your consent must be in writing, state to whom your personal information may be disclosed, and how your information will be used. Also, if you post personal information about others, their permission must also be secured.

## **What if I don’t want to consent?**

You have the right as a parent/guardian to withhold consent to your child using Ignitia. Alternate activities will be provided to students in the event that parents/caregivers choose to withhold consent and that selection of an alternate activity will not affect a student’s grade.

While no internet-based experience can ever be 100% risk-free, know that I will take every reasonable measure to manage expected risks.

<sup>[1]</sup> Julia Hengstler is the Educational Technologist with the Faculty of Education at Vancouver Island University & an Instructor in Educational Technology. Please visit this site for more background information about her:  
[http://www.viu.ca/education/faculty/profiles/hengstler\\_j.asp](http://www.viu.ca/education/faculty/profiles/hengstler_j.asp)