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April 28, 2017

Hello students and parents,

It has been discovered that a number of student computer account passwords have been stolen from a school list. We are currently investigating the scope of the issue and any potential cases where misuse may have occurred by having an unauthorized individual access a student's account. Because of the complexity of this investigation, it is not yet possible for us to identify specific misuses at this time, however, we are taking immediate precautionary measures to protect student accounts from any inappropriate use. As a result, all student passwords have been reset today to ensure any compromised passwords cannot be used.

Using a student password, an unauthorized individual could potentially access homework assignments, a student's file storage, and student email. At this time, we encourage students to take the following protective measures which are relevant in any case where passwords may be compromised:

1. protect your new password from use from others by not sharing it with anyone
2. if you have any non-school accounts where you have used your school password, you should change those passwords
3. check your account for signs of inappropriate use (emails that you did not send, etc)
4. review the files you have stored in your account and identify any that may contain sensitive personal information, such as an email that had password information for a personal account.

School District #43 takes the protection of student information very seriously. We would like to note that this incident involves ONLY the theft of student account passwords and that this would not result in the compromise of any sensitive school records such as report cards, behavior reports or other school records as those documents are secured from any student access. While it is likely that the vast majority of information stored in school accounts are school work related, we still encourage students to diligently review the information they have stored in their school accounts and, in cases where they are unsure if extra steps should be taken, ask for assistance. Further information on privacy management protocols can be found on the website of the BC Office of the Information and Privacy Commissioner at [www.oipc.bc.ca](http://www.oipc.bc.ca).

We will endeavor to keep students and parents informed in the event that any specific evidence of misuse is identified. We will also be reviewing account password management policies to ensure future risk is minimized. Thank you and we appreciate your diligence in undertaking the protective steps identified above.

Sincerely,

Carol Coulson  
Principal