Calgary Board of Education

CBe-learn / Career and Technology Centre
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www.cbe.ab.ca

Digital Citizenship Agreement

The use of technology is an integral part of learning at all CBE schools, as required by the information and Communication Technology (ICT) Program of Studies**.** The purpose of this acceptable use policy is to ensure that all school owned technology and wireless devices are used responsibility and appropriately by students.

Students are encouraged to use technology to:

1. Access, critically assess, and communicate information and understanding.
2. Seek alternative viewpoints.
3. Create personal knowledge and meaning.
4. Demonstrate understandings.
5. Organize and manipulate data.
6. Collaborate with others.

Our Acceptable Use policy describes the ways in which we support CBe-learn students using digital devices and social media for learning. In addition it describes inappropriate uses of digital devices on the network within CBe-learn. Misuse of electronic devices and/or the community school local area wireless network will result in a temporary or permanent loss of privileges. Electronic devices are only to be used under the supervision of staff knowledgeable with the school's Digital Citizenship Plan. Students are responsible for ensuring that their personal electronic devices are kept at home or stored safely in their lockers. Personal electronic devices should only be used under the teacher's direction during school hours. The school does not provide technical support for personal devices and is not responsible for personal devices that are lost, stolen or damaged.

Students will use devices and /or the CBE network:

- To demonstrate their understandings of learning outcomes in creative and thoughtful ways.
- To learn how to communicate effectively using a digital device.
- To share their achievements and excitement about learning with their parents and peers.
- To demonstrate their learning in variety of ways.
- To support personalized learning.
- To think critically and build information literacy skills.
- To explore deep questions they have in relation to learning and life.
- To find rich and reliable sources of information that they will learn how to cite and share with others.
- To learn and practice digital etiquette in a compassionate manner.
- To have fair access to an electronic society:
    - In a manner that will support them constantly growing in their understanding of new digital technologies.
    - In a manner that protects their own and other's privacy, safety and freedom of thought while supporting health and wellness.

The following activities are examples of inappropriate for students or staff in CBE schools using CBE technology and network:

- Sending or displaying content with offensive messages or pictures.
- Using obscene language.
- Harassing, insulting, or attacking others.
- Intentionally damaging computer equipment or the network.
- Violating copyright laws.
- Using other people's folders, work, or files, or enabling others to do so.
- Allowing others to use your account.
- Trespassing into other people's folders, work or flies.
- Intentionally destroying other people's work.
- Employing the CBE network for commercial purposes.
- Using electronic media for plagiarizing.
- Storing and using information for cheating.
- Running and application/program from a "jump" or drive or other memory device.
- Posting, publishing, circulating, or distributing personal information about oneself or others without the supervision and consent of a staff member.
- Intentionally using system technology for non-teacher-approved activities such as:
    - Playing games.
    - Participating in non-teacher-directed-chat.
    - Participating in online gambling or other gaming activities.
    - Downloading software or restricted files (e.g. Exe, Zip, mp3)
    - Installing software on any school computer.
    - Excessive or inappropriate printing.

If clarification is required, please contact the school Administration Team. Please return this form to the school. This is an "Annual" Acceptable Use Form.

I have read and reviewed this Acceptable Use Policy with my child.
We are in agreement with this Policy. Yes ☐ No ☐

Parent/Guardian's Signature _____ Date _____

I have read and reviewed this Acceptable Use Policy with my guardian and my classroom teacher.
I am in agreement with this Policy. . Yes ☐ No ☐

Student's Name _____ Date _____

Classroom Teacher _____ Date _____