

This template is provided as an option for schools to use to create their Digital Citizenship Plan by October 31 of each current school year. Refer to the [Digital Citizenship Plan insite page](#) for support and resources. You can modify and use this template or create your plan in a different format as needed to support the needs of your school. School leaders use collaborative consultation to determine 2-3 long term goals for the school year and build upon them for long-term impact.

Please share a relevant version of your School Digital Citizenship Plan with parents and students on your school’s website.

Relevant contextual information about your school and School Development Plan:

Our School Development Plan literacy, wellbeing, and numeracy goals intersect with digital citizenship through the purposeful integration of digital tools that enhance students’ academic fluency and conceptual understandings, and intentional learning that promotes well-being in digital spaces. These tools are embedded within units aligned to the Neurolinguistic Approach, enabling equitable access to curriculum and supporting informed, responsible, and creative technology use.

Context:

- We have a student population with diverse learning needs who greatly benefit from the use of technology to demonstrate and enhance their learning.
- English as an additional language students and students with identified learning needs benefit greatly from utilizing technology to engage in curriculum as well as increase their language proficiency.
- Students use digital resources and technology regularly to access information, inquire, collaborate, communicate, and solve problems.
- Students are developing a sense of digital citizenship regarding the informed, involved, and balanced use of technology.

Relevant evidence and data that informs your Digital Citizenship Plan:

- We have students that use technology to enhance their learning in all subject areas. Teachers know that students continue to require direct instruction and opportunities to use software programs to enhance their learning, specifically with regards to gathering reliable research and the writing process.
- As teachers create units aligned with the Neurolinguistic Approach to Language Acquisition phases, technology can be leveraged to improve access to all learners – including EAL and those with specific learning needs.
- Our SDP goal will improve as teachers engage in professional learning to deepen knowledge around how to utilize technology to advance goals of giving students strong foundations in writing and mathematics.
- Teachers identified a need for support with the increasing use/misuse of AI in academic and non-academic settings, as well as supporting students in making responsible decisions as they access technology outside of school.
- Students identified they need support with “checking that the information they access online is reliable” (CBE Student Survey 2024–2025).

School Digital Citizenship Plan	Progress
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Long Term Goal (e.g. spanning 8-10 months)	Competency (may be chosen from the CBE DC Competencies)	Short Term Goals (in support of the long term goal)	Outcomes	Activities & Resources	Measures	November	January	June
Learners will select and utilize software that enhance their research and communications skills.	Informed I validate the accuracy of digital information and resources. I understand the consequences of spreading misinformation.	Students will receive direct instruction on how to responsibly use online resources, including AI, when engaging in academic work.	Teachers will collaborate to establish norms with the use of online resources and AI for the students. Students engage in authentic tasks across different subjects that allow for opportunities to assess the reliability of resources, as well as leverage AI as a learning tool.	Teachers will incorporate norms around using digital resources and AI into tasks involving research, including lateral reading strategies (e.g. fact-checking using multiple sources and the CRAAP Test Currency, Relevance, Authority, Purpose). School Code of Conduct regarding Digital Citizenship Programs of Study Common Sense Media Lesson Plans: https://www.commonsense.org/education/collections/ai-literacy-lessons-for-grades-6-12 https://www.commonsense.org/education/digital-citizenship	Teacher PLC conversations will review anecdotal records and review of rubrics to assess student ability to cite credible sources. Students will feel more confident in their ability to “check that information I access online is reliable.” Students are able to more effectively communicate their understanding through a variety of media formats.			

	<p>Involved</p> <p>I leverage digital tools to learn, express my creativity and collaborate with others.</p>	<p>Students will have opportunities to use digital tools, such as Adobe Express for Education and Read & Write for Google Chrome, to communicate and collaborate with others.</p>	<p>Students will implement the use of digital tools, such as Adobe Express for Education and Read & Write for Google Chrome and independently utilize it to communicate their ideas in a coherent manner.</p>	<p>Direct teaching of Adobe Express for Education and Read & Write for Google Chrome</p> <p>Students will have the access to technology as needed and when available.</p>	<p>An increase in students using digital tools to collaborate and express ideas in creative ways.</p> <p>An increase in students using digital tools to more effectively communicate their learning and understanding.</p>			
<p>Learners will self-monitor their use of technology at school and at home to maintain a healthy lifestyle.</p>	<p>Balanced</p> <p>I balance time online and offline to promote positive mental, emotional and physical well-being.</p> <p>I understand appropriate times and situations to use technology.</p>	<p>Students will review the student code of conduct around appropriate use of technology in the classroom.</p> <p>Students will receive instruction on ensuring safety when engaging in online environments and social media.</p>	<p>Students will reflect on positive things that they are doing to maintain balance in their online/offline worlds.</p>	<p>Teachers will facilitate discussions regarding appropriate choices when using technology.</p> <p>Review resources on Digital Citizenship Insite Pages.</p> <p>White Hatter Presentations for students and parents.</p> <p>Healthy Tips in Family Newsletters to support our goals.</p>	<p>Students can articulate ways in which they self-monitor online time and check in with their well-being.</p> <p>Students know where to reach out when they need help with online issues.</p>			

Resources:

- [AI-Tools-For-Learning-Teacher-Resource](#) - CBE
- [AR 1062 – Responsible Use of Electronic Information Resources](#)
- [AR1043 - Intellectual Property](#)
- [AR1061 - Responsible Care and Security of Information](#)
- [6 Tenets of Postplagiarism: Writing in the Age of Artificial Intelligence](#)

Next Steps & Focuses for the Coming School Year

- How technology (i.e. google translate) can be used to support learning within our ELA program.
 - Setting up technology in the classroom to make google translate accessible to LP1 and LP2 students