Digital Citizenship Plan | 2026-2027

McKenzie Towne School

Digital citizenship is about using technology and participating in digital environments. It is key to helping our students learn to use available technology responsibly in the classroom and beyond. This Digital Citizenship Plan addresses how we work to build a community where we live and work together as digital citizens.

Relevant contextual information about our school and School Development Plan:

- K-4 students learned how to keep themselves safe online.
- We currently have 537 students and an approximate ratio of 1-2 devices per student.
- Each classroom has a smartboard, iPads, access to robotics, iPad carts and Chromebook carts.
- All grade 2-4 classrooms have Chromebooks dedicated to their students.

Relevant evidence and data that informs our Digital Citizenship Plan:

- Students have increased access to digital technology and need to learn how to use it respectfully.
- Teachers report that students spend significant time on technology while at home.
- Students need to understand that technology is a tool to be used to enhance their learning.

Inappropriate Technology Usage

Violation of the Calgary Board of Education and school policies may result in one or more of the following consequences:

- Letter home
- Restriction or loss of computer privileges; and/or
- School-based disciplinary consequences

Depending on the severity of inappropriate use, consequences will be determined by staff and the administrative team. Parents/Guardians will be notified. This Admirable Use Policy complements a number of Calgary Board of Education Administrative Regulations, including: AR1062 -- Acceptable Use of Electronic Information Resources, AR6047 – Vandalism and Damage to School Property, AR6005 – Student Code of Conduct, and AR6006 – Progressive Student Discipline.

Personal Devices

As directed by the Alberta Government Ministerial Order, Calgary Board of Education students will not be permitted to use personal mobile devices during instructional time. As such, McKenzie Towne School will be using 'away-for-the-day' guidelines, which aligns with our practices for the past few years. Students will not be permitted to use personal mobile devices including cell phones, smartwatches and earbuds during the school day. Mobile devices must be turned off and kept in students' backpacks for the entirety of the school day.

Long Term Goal	Competency	Short Term Goals	Outcomes	Activities & Resources	Measures
Long term goal #1 **Students will take an active role in discovering how technology can be used for learning purposes.**	**Involvement** I use digital tools to identify problems and take action to find solutions	**Short term goal #1**: Students will explore different types of technology and identify how they can support learning.	-Students will describe how technology can help them find information and develop new skills.	Learning Technologies resources on Insite Specific lessons regarding what each technological item is useful for. Digital Citizenship Teaching Resources https://mediasmarts.ca/	-Students will demonstrate their understanding by selecting an appropriate technology tool to complete a learning activity and explaining how it helps them learn.
		Short term goal #2: Students will use educational technology tools and applications to complete learning activities.	-Students will use digital tools to complete assigned learning tasks.	Learning Technologies resources on Insite Specific lessons regarding what each technological item is useful for. Digital Citizenship Teaching Resources https://mediasmarts.ca/	-Students will demonstrate their ability to use educational technology independently or with minimal support to complete and submit a learning task.
		Short term goal #3: Students will independently select and use appropriate technology to enhance their	-Students will demonstrate increased independence and responsibility when using	Learning Technologies resources on Insite https://mediasmarts.ca/	-Students will use their chosen technology to create or present a learning product (e.g., slideshow, video, digital poster, or

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		learning and demonstrate their understanding.	technology for educational purposes.	Specific lessons regarding what each technological item is useful for. Digital Citizenship Teaching Resources https://mediasmarts.ca/	presentation) that demonstrates their understanding of the topic.
Long term goal #2 **Students will understand the importance of being respectful when using digital technology.**	**Respect** I am respectful and inclusive in my words and actions	**Short term goal #1:** Students will identify appropriate and respectful behaviours when using digital technology.	-Students will understand the importance of treating others kindly and respectfully in digital spaces. -Students will recognize that their online words and actions can affect others.	Learning Technologies resources on Insite Digital Citizenship Teaching Resources Calgary Police Resources https://mediasmarts.ca/	-Students will demonstrate appropriate digital behaviour by applying online safety rules, respecting digital boundaries, and treating others respectfully when using technology.
		Short term goal #2: Students will demonstrate safe, responsible, and respectful use of technology when interacting with others and accessing digital resources.	-Students will follow safety guidelines when accessing websites, apps, and online resources. -Students will seek adult assistance when they encounter something unfamiliar or uncomfortable online.	Learning Technologies resources on Insite Hector's World Digital Citizenship Teaching Resources Calgary Police Resources https://mediasmarts.ca/	-Students will identify and apply at least three online safety practices, such as protecting personal information, using trusted websites, and reporting inappropriate or unsafe online interactions.
		Short term goal #3: Students will apply digital citizenship skills by making positive choices, respecting others' privacy, and following	-Students will understand the importance of keeping personal information private.	Learning Technologies resources on Insite Hector's World https://mediasmarts.ca/	-Students will demonstrate positive digital citizenship by using respectful language, respecting others' opinions, and protecting personal

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		classroom technology expectations.	-Students will independently follow classroom technology rules and expectations.	Digital Citizenship Teaching Resources Calgary Police Resources https://mediasmarts.ca/	information during online activities.
Long term goal #3 **Students will understand the importance of balancing the use of technology in their lives.**	**Balance** I balance time online and offline to promote positive mental, emotional and physical well-being.	**Short term goal #1:** Students will identify the positive and negative effects of technology on their daily lives.	-Students will list at least three positive and three negative effects of technology on their daily lives.	Learning Technologies resources on Insite Digital Citizenship Teaching Resources Digital Citizenship Tips for Students https://mediasmarts.ca/	-Students will be able to identify the benefits and drawbacks to technology use.
		Short term goal #2: Students will recognize the importance of balancing screen time with other activities, such as physical activity, social interaction, and rest	-Students will identify activities that can be enjoyed away from screens, such as sports, reading, outdoor play, and spending time with family and friends.	Learning Technologies resources on Insite Digital Citizenship Teaching Resources Digital Citizenship Tips for Students https://mediasmarts.ca/	-Students will identify at least five screen-free activities they can enjoy, such as sports, reading, outdoor play, and spending time with family and friends
		Short term goal #3: Students will develop strategies to create healthy technology habits and maintain a balanced use of	-Students will identify healthy technology habits, such as taking screen breaks, limiting	Learning Technologies resources on Insite Digital Citizenship Teaching Resources	-Students will create and share a personal plan about how they will balance their use of technology.

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		technology in their daily routine.	screen time, and avoiding devices before bedtime.	Digital Citizenship Tips for Students https://mediasmarts.ca/	

Next Steps and Focuses for the Coming School Year

- Continue with balance goal
- Continue with safety