



Calgary Board
of Education

Varsity Acres School Digital Citizenship Agreement

Acceptable Use of Technology and Student Declaration

"Digital Citizenship is having the knowledge, skills and attitudes needed to demonstrate responsible and respectful behaviour when using technology or participating in digital environments. Digital citizenship goes beyond e-mail etiquette and avoiding plagiarism to encompass all elements of digital engagement, in particular protecting private information, staying safe online, and knowing how to deal with bullying in the digital world, whether you're a target or a bystander."

Calgary Board of Education

The CBE Academic Success Result states that students "be technologically fluent, able to use digital tools critically, ethically and safely."

As we endeavor to take the safety and privacy of each of our students seriously, we believe that all students, staff and parents must adhere to established standards of acceptable use when using the school's technology and personal owned devices (POD). We understand this is a comprehensive checklist, particularly for young students, however we invite parents to take this opportunity to discuss ethical and responsible use of technology.

The declaration below outlines the standards of acceptable use. Once signed, it will act as an agreement between Varsity Acres School and

_____ and _____
(student's name). (student's parent's name)

Student Declaration

As a student at Varsity Acres School, I understand that I have the right to use technology (school technology or PODs) to help me achieve academic success but also that with this privilege goes great responsibility. To demonstrate my commitment and understanding of the level of responsibility that is required, I have initialed each of the expectations and guidelines listed below. (Note: Each item must be initialed by the student and his/her parent to show that together they have reviewed each item and the student will abide by the rules and expectations laid out for technology use.)

Student's Initials	Parent's Initials	School Network Guidelines
		I will only use any technology owned by the Calgary Board of Education for educational purposes, unless I have been granted permission by a teacher; and then I will only use the technology within the parameters or guidelines established by the teacher.
		When connected to the Internet, I will <u>never</u> reveal personal information such as my age, address or phone number, or those of other students or persons.
		I will take full responsibility for and respect the technology. This means that I will use proper care when transporting, handling or operating any devices. I will use the techniques and methods for using this technology that have been shown to me at the school.
		I know that information located on the Internet is often inaccurate or incomplete. When accessing resources I will try to evaluate the validity of materials I access. I will respect copyright and will cite resources I use when appropriate.

Student's Initials	Parent's Initials	
		I understand that the Calgary Board of Education uses a content filter on its internet access, yet I know it is possible that I may encounter inappropriate material. I will immediately close the window on the screen that depicts this material. I will then inform my teacher.
		I understand that any laptop assigned to me logs my activity on the computer. This means that personnel from Varsity Acres School and the Calgary Board of Education have access to information about every web page I visit and file I create on the computer that I use. I am aware that this information may be monitored and viewed by my teachers or other appropriate personnel. I understand that this limits the privacy as it pertains to the use of any computer that is assigned to me.
		I will not download or install any software, music, movies, or files unless I have been granted permission to do so by my teacher. I will maintain the integrity of all technology by protecting it from potentially damaging messages, physical abuse, or computer viruses.
		I will not share any passwords or access codes associated with my computer with anyone except with my teacher or parents when requested.
		I will only customize or personalize my computer and its desktop within the guidelines established by the school. I will not create, use, display, or store any offensive, obscene, inflammatory or defamatory language or images.
		I will not use the technology in anyway that negatively affects any other student.
Student's Initials	Parent's Initials	Personal Owned Devices (POD) Guidelines
		I am allowed to bring my personal owned device (POD) for educational use with the permission and under the direct supervision of a teacher. When I am connecting to the internet with my POD I know I am expected to access only the CBE network.
		I am allowed to bring a cell phone or smart phone to school for communication purposes. I understand that messages must be checked at the beginning of lunch time (11:35 am) and right after school (2:35 pm) <u>only</u> . Also my parents need to contact the school first with any changes that will affect me at school (ex. bussing, pickup, appointments).
		I understand that the use of cameras (phones, iPads, iPod, etc) is only permitted in class under the teacher's supervision.
		I know that students are encouraged to be physically active during recess and lunch therefore personal owned devices are not allowed during these time.
		If I take the school bus I understand that I am expected to be ethical and responsible if I am using a POD on the bus to and from school.

This is to certify that I, _____, have
Student's name (printed)

read, do understand, and will abide by all the acceptable use requirements set forth in this agreement. I agree that if I fail to keep my commitment to doing those things listed above that I will have my school network and/or school computer privileges revoked either temporarily or permanently.

Student's Signature

Parent Endorsement

I have reviewed this document and each paragraphs initialed with my child. I have discussed the importance of this agreement with my child. My child understands the expectations and responsibilities associated with the appropriate and ethical use of the technology at Varsity Acres School.

Parent/Guardian Signature

Date