Digital Citizenship Plan | 2026-2027

West Springs School

Calgary Board of Education

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:

- West Springs School is a Kindergarten to Grade 4 school with a diverse population of 550 students
- Our School Development Plan's literacy goal is, *Student achievement in Literacy will improve*.

Relevant evidence and data that informs our Digital Citizenship Plan:

- As early learners, students are new to using digital tools for learning, reading, and for practicing skills.
- All students have access to Ipads, Chromebooks, Dash robots and iRobots at school

Long Term Goal	Competency	Short Term Goals	Outcomes	Activities & Resources	Measures
Long term goal #1 **Learners will understand the importance of protecting personal information online and apply appropriate strategies.**	**Safe** – I know how to protect my personal information online.	Short term goal #1 Students in Grades 1 and 2 can log out of their application when using the Ipads. Students in Grades 3 and 4 can log out of Google Classroom when using the Ipad app.	Students know and can articulate why it is important to keep their network accounts and passwords secure by logging out of applications.	Review resources on Digital Citizenship Insite Pages. Direct teaching and targeted lessons on the importance of logging out of applications and protecting personal information. CBE "Creating Passwords with Young Learners" flat sheet for teachers on creating student password	All students will be able to log in and log out of devices. Students will be able to state age-appropriate reasons for having confidential passwords. Teachers will have access to student account tool to support account changes as necessary.

Long Term Goal	Competency	Short Term Goals	Outcomes	Activities & Resources	Measures
					Staff feedback at meetings and during PLC work.
Long term goal #2 **Staff and students at West Springs School will thoughtfully evaluate and select information, sources, and digital tools based on their relevance and usefulness for specific learning tasks.**	**Informed** – I validate the accuracy of digital information and resource.	Short term goal #1 Staff will use available technologies, software, and online resources to support and enhance learning. Staff will use professional and ethical judgement to evaluate AI learning tools for specific learning tasks.	Staff will integrate digital tools and online resources into learning outcomes to enhance learning and student engagement. Staff will verify the AI tools that they use are approved in CBE's Software Asset Management (SAM) when designing tasks. Staff will ensure their learning tasks include the responsible use of AI integration to support student-centred learning.	Access resources from CBE's Digital Citizenship page including the Guidelines for Ethicial and Responsible Use of Artificial Intelligence. Participate in the AI presentation for CBE teachers from the Teaching and Learning with Technology Specialist Team. CBE staff guidelines for AI use. Resources for staff to use with students to support AI literacy.	Staff will develop a shared resource file in Sharepoint of approved digital tools.

Next Steps and Focuses for the Coming School Year

- All students in grades 1 to 4 will have individual passwords by June 2027