



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 in the Digital Citizenship section.

Relevant contextual information about your school and School Development Plan:

- K-6 school with a diverse population of approximately 516 students
- For the 2024-2024 school year, our SDP will be focused on Learning Intentions. Two ICT Learning Outcomes that we will be working with all year long will be:
 - I can protect my personal information online
 - I can leverage digital tools to learn, express my creativity and collaborate with others
- Literacy goal: Students will improve their ability to comprehend a variety of texts through the use of Learning Intentions
- As early learners, students are new to using digital tools for learning

School Digital Citizenship Plan						Progress		
Long Term Goal	Competency	Short Term Goals (in support of the long term goal)	Outcomes	Activities & Resources	Measures	November	January	June
Long term goal #1 Learners will understand the importance of protecting personal information online and apply appropriate strategies	Safe I can protect my personal information online	<u>Short term goal 1</u> Students will understand the characteristics of a strong password and why it is important to have one	Students will create an age-appropriate unique password to access CBE network/technology	Review resources on Digital Citizenship Insite Pages Targeted lessons on creating strong passwords Support from the Teaching and Learning with Technology Specialists as needed	All students in the school will have a unique, secure password to access CBE network/technology			
		<u>Short term goal 2</u> Students will understand the importance of keeping their passwords secure and private	Students will keep their passwords private and keep password hints in a secure location	Review resources on Digital Citizenship Insite Pages Students will learn how to reset passwords using the Student Account Tool Support from the Teaching and Learning with Technology Specialists as needed	All students will keep their passwords private and know how to reset their passwords, as needed			

School Digital Citizenship Plan						Progress		
Long Term Goal	Competency	Short Term Goals	Outcomes	Activities & Resources	Measures	November	January	June
Long term goal #2 Learners will develop skills using digital tools to support and enhance learning	Involved I leverage digital tools to learn, express my creativity and collaborate with others	<u>Short term goal 1</u> Students will use Google tools to support and enhance their learning	Students will understand how to use Google tools and make decisions on which tools will suit their learning needs	Teachers will familiarize themselves with the features of Google tools Video or textbased tutorials on Google tools Teachers will design tasks that incorporate Google tools Support from the Teaching and Learning with Technology Specialists as needed	Increase in student use of Google tools to demonstrate their learning Increase in student advocacy for technology that aligns with the task and learning needs			

		<u>Short term goal 2</u> Students will use Read&Write to support and enhance their literacy learning	Students will understand how Read&Write supports their reading comprehension and when to use it	Review Resources on Read&Write Insite pages Video or textbased tutorials on Read&Write tools Professional Learning workshops on Read&Write Support from the Teaching and Learning with Technology Specialists as needed	Increase in student use of Read&Write to support their learning Increased comprehension of digital texts through use of Read&Write			
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Next Steps & Focuses for the Coming School Year

