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Calgary Board of Education

Olympic Heights Admirable Use Policy

2026-2027 School Year

During the 2026 – 2027 school year, students at Olympic Heights School will have the opportunity to utilize tablets, computers, online applications, and other digital resources. Each student and parent/guardian is expected to read this Admirable Use Policy and sign below. Please contact your child's teacher or a school administrator if you have questions or concerns.

For students in Kindergarten to Grade 9, CBE continues to follow the "**away for the day**" guidelines (including field trips) already in place. Personal mobile devices brought to school—including cell phones, tablets, gaming devices, laptops, smart watches, Bluetooth speakers/headphones, or any personal electronic device that can connect to the internet—must be powered off or set in silent mode and stored out of sight in lockers, backpacks, or other designated areas for the entire school day. Exceptions remain in place in special circumstances such as students who require devices for Health and Medical needs (i.e. Diabetes Monitor requiring Smartphone).

Digital Technology for Learning

The use of technology is an integral part of learning at all CBE schools, as required by Alberta Education's Information and Communication Technology (ICT) Program of Studies. Students are encouraged to use our network and digital learning tools to collaborate with others and contribute to the learning environment in meaningful, positive ways.

By utilizing the school's digital resources and/or network, students agree to:

- The guidelines for digital technology use outlined in this document.
- The Digital Citizenship expectations for technology use in CBE schools. For more information about CBE Digital Citizenship https://www.cbe.ab.ca/programs/technology-for-learning/Pages/DigitalCitizenship.aspx.

Students will Engage with Digital Technology to:

- Access, critically assess, and communicate information and understanding
- Seek alternative viewpoints and collaborate during inquiry
- Construct personal knowledge and meaning
- Demonstrate understandings
- Organize and manipulate data
- Interact and share learning with others

Acceptable Use Includes:

- Accessing CBE or personal technology **only when given permission**
- Treating CBE and personally owned technology with **care and respect**
- Using **personal devices only by approved exception** for learning purposes (aligned with AR6008)
- Using **your own account only** to access the CBE network
- Never assuming the identity of another person
- Accessing, posting, sending, or downloading **appropriate material only**
- Using respectful language; being honest and kind in digital communications
- Respecting other students' work on any device; not copying, altering, or deleting another's work
- Citing sources when using information or ideas that are not your own (including when using **Artificial Intelligence**)
- Asking permission before posting, publishing, recording, or distributing someone's personal information (including images or student work)

CBE My Devices Network

Students may access wireless internet on school-owned or approved devices (through special exception granted by school administration). This AUP applies when using the network. The school is not responsible for lost/damaged or troubleshooting and supporting personal devices, including those granted by special exception. For more information about the CBE network, visit https://www.cbe.ab.ca/programs/technology-forlearning/Pages/get-connected.aspx

Respecting the Calgary Board of Education and Olympic Heights School Policy

Not following this policy may result in:
- Letter home
- Restriction or loss of privileges
- School-based disciplinary action

Consequences are determined by staff/admin depending on severity, with parents notified.

This AUP complements CBE regulations: AR1062, AR6047, AR6005, AR6006, AR6008. They can be found at : https://cbe.ab.ca/about-us/policies-and-regulations/Pages/Administrative-Regulations.aspx

Student and Parent Acknowledgement

Please sign and date below to acknowledge that you have read and agree to the terms of this Admirable Use Policy. Please return signed form to school to be kept on file for the year.

Student Name: _____ Signature: _____ Date: _____

Parent Name: _____ Signature: _____ Date: _____