



## Acceptable Use Policy for Technology

### GUIDELINES FOR TECHNOLOGY USE

The use of technology is an integral part of learning at all CBE schools, as required by the Information and Communication Technology (ICT) Program of Studies.

Students are encouraged to use technology to:

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

The following activities are inappropriate for students:

- Sending or receiving texts during school time without supervisor permission
- Sending or receiving calls during school time. Every teaching space has a phone that students can use with supervisor permission.
- Sending or displaying offensive messages or pictures
- taking pictures or videos
- Using obscene language
- Harassing, insulting, or attacking others
- Intentionally damaging computer equipment or the network
- Violating copyright laws
- Using other people's folders, work, or files
- Allowing others to use your account
- Trespassing into other people's folders, work, or files
- Intentionally destroying other people's work
- Storing and using information for cheating
- Intentionally wasting system technology on non-teacher-approved activities such as:
  - Playing games
  - Participating in non-teacher-directed "chat"
  - Participating in online gambling or other gaming activities
  - Downloading software or restricted files (e.g. Exe, Zip, mp3)
  - Installing software on any school computer
  - Excessive or inappropriate printing

Electronic networkable devices and network access require teacher permission and supervision. Printing student work is currently not

possible from a student owned device. All students have a CBE gmail account.

Student use of electronic devices should be seen as having the same level of responsibility as working with any other learning resource in the school. Just as students must put math or science manipulatives down or stop reading and writing when asked, electronic device usage also means being responsible and considerate of our learning environment. Teachers will confiscate any items being used inappropriately, whether they are the student's own personal electronic device or a school owned book or manipulative.

Huntington Hills' Digital Citizenship Plan					
Long Term Div 1 Goal 2025 2026	Competency	Short Term Div 1 Goal 2025 2026	Outcomes	Resources	Measures
#1 Students to learn the importance of protecting personal information while online	<b>Safe:</b>  I know how to protect my personal information while online	All grade 2 and up students will have their own unique password to access CBE network and digital devices	All students will access the CBE network and digital devices through their own account credentials	Accounts created by CBE IT department. Support from HHS staff to develop and keep network credentials	No students accessing CBE network or devices with incorrect credentials
Long Term Div 2 Goal 2025 2026	Competency	Short Term Goal 2025 2026	Outcomes	Resources	Measures

#2	<b>Involved</b>	Students will use a mix of digital tools to support and enhance their learning	Teachers will design differentiated tasks that can be enhanced and supported with digital devices.	Access to CBE devices or the use of personal devices through the My Devices network.	Increase in student advocacy for technology that aligns with the task and their particular learning needs
Students will develop skills with technology to support and enhance learning	leverage digital tools to learn, express my creativity and collaborate with others				

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