Calgary Board of Education

West Dover School

School Digital Citizenship Plan 2025-2026

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.

Relevant contextual information about your school and School Development Plan:
- K-6 school with a diverse population
- Literacy goal: developing reading comprehension within a variety of texts

Relevant evidence and data that informs your Digital Citizenship Plan:
- We have 6 students in grade 5 and 6 who are using digital work systems this year
- Div 1 students are new to using digital tools for learning

School Digital Citizenship Plan						Progress		
Long Term Goal (e.g. spanning 8-10 months)	**Competency** (may be chosen from the CBE DC Competencies)	**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 know how to protect my personal information online	**Short term goal 1** Students will understand the characteristics of a strong password and why is it 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 Specialists as needed | All students in the school will have a unique, secure password to access CBE network/technology | | | |

| | | Short term goal 2 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 Tools

Supports 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 | | | |
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| **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 | **Short term goal 1** 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 text-based tutorials on Google tools

Teachers will design tasks that incorporate Google tools

Support from the Teaching and Learning with Technology | 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 | | | |

| | | **Short term goal 2** 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 | Specialists as needed | | | |
| | | | | Review Resources on Read & Write insite pages

Video or text-based tutorials on Read&Write tools

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 & Writes | | | |

Next Steps & Focuses for the Coming School Year
- Notes to refer to when creating your next DC Plan
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