



Acceptable Use Policy: Colonel J Fred Scott School

Right and Responsibilities of Teachers and Students

Colonel J Fred Scott School is a safe, caring and respectful learning community. In alignment with our school behavior policy, we prepare children to be thoughtful and effective digital citizens.

At Colonel J. Fred Scott School, students will use digital technology (including personal devices) with adult supervision in designated learning areas.

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.

This means that we use technology to:

- Personalize learning
- Find and think about information
- Share our ideas and understanding
- Learn from others
- Construct personal knowledge and meaning
- Collaborate during inquiry
- Access, critically assess, and communicate information and understanding
- Seek alternative viewpoints
- Demonstrate understandings
- Organize and manipulate data

Behaviours such as the following are not acceptable:

- Playing games that are not teacher approved
- Visiting online sites that are not teacher approved (such as gaming, violent sites or too adult sites)
- Visiting chat sites that are not teacher-directed
- Downloading software or restricted files
- Sharing personal information about oneself or others without teacher consent
- Intentionally damaging digital equipment or the network
- Using cell phones during instructional hours
- Using other peoples folders, work or files, and allowing others to use your folders, work or files
- Destroying other peoples' digital work
- Sharing your personal digital devices with others
- Violating copyright laws
- Allowing others to use your account
- Employing the CBE network for commercial purposes

- Using electronic media for plagiarizing
- 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

At Colonel J. Fred Scott School students will use digital technology to communicate with others in a kind and respectful way.

This means that:

- We use good manners when interacting with each others online
- We respect each other's privacy and the work of others.

Behaviors such as the following are not acceptable:

- Using inappropriate and/or obscene language when communicating online
- Harassing, insulting, threatening or attacking others
- Sending or displaying offensive messages or pictures
- Taking someone's photo and/or posting someone's photo online without their permission
- Using someone's work without permission and/or recognition
- Recording others without their permission
- Sending or displaying offensive messages or pictures
- Using obscene language
- Harassing, insulting, or attacking others
- Intentionally damaging computer equipment or the network

Consequences for inappropriate use:

Each situation will be dealt with on an individual basis; pursuant to Administrative Regulation 6001 (Student Discipline) and 1062 (Acceptable Use of Electronic Information Resources). Breach of CBE and CJFS policy may result in the restriction of technology privileges, loss of personal device privileges, police intervention and/or legal action.

Violation of any of these guidelines may result in a withdrawal of privileges and use of personal devices within the school.

Student learning outcomes relating to digital citizenship include:

- ICT outcomes relating to digital citizenship have been embedded in appropriate curricula. Click here to see the [ICT Program of Studies](#).
- Students are aware of information regarding the reliable and authoritative resources that are currently available for all CBE

students, parents/guardians and staff. Please see link for a list of resources:

<http://schools.cbe.ab.ca/b348/students.htm>

Division 1 outcomes:

C1 Students will access, use and communicate information from a variety of technologies.

1.1 access and retrieve appropriate information from electronic sources for a specific inquiry.

C7 Students will use electronic research techniques to construct personal knowledge and meaning.

F1 Students will demonstrate an understanding of the nature of technology
1.3 demonstrate an understanding that the user manages and controls the outcomes of technology

F3 Students will demonstrate a moral and ethical approach to the use of technology.

1.1 demonstrate courtesy and follow classroom procedures when making appropriate use of computer technologies

1.3 demonstrate appropriate care of technology equipment

1.5 use appropriate communication etiquette

Division 2 outcomes:

C1 Students will access, use and communicate information from a variety of technologies.

2.1 access and retrieve appropriate information from the internet by using specific search path or from given uniform resource locations (URL)

F2 Student will understand the role of technology as it applies to self, work and society.

2.4 assess the personal significance of having limitless access to information provided by communication networks, such as the internet

F3 Students will demonstrate a moral and ethical approach to the use of technology.

2.1 Comply with the acceptable use policy of the school and school authority for internet and networked services, including software licensing agreements

2.3 use appropriate communication language and etiquette

2.5 respect the privacy and products of others

2.6 use electronic networks in an ethical manner

2.7 comply with copyright legislation