



## Peace River School Division No. 10

School Learning and Technology Plan  
2015-16



# Lloyd Garrison School

## Digital Citizenship Plan Resources

- [Digitalcitizenship.net](http://Digitalcitizenship.net)
- [PRSDNet Student Use Agreement](#)
- [ICT Program of Studies](#)
- [Media Awareness Network](#) - Must be logged in Username and Password.
- [Be Web Aware](#)
- [Net Know How](#)
- [Digizen.org/](http://Digizen.org/)

### 1. Student Safety

Outcomes for student online safety include:

- Before accessing technology, students along with their guardians, will read and sign the PRSDnet Student Use Agreement.
- Inappropriate use and consequences for inappropriate use will be communicated to students.
- Appropriate ICT outcomes relating to digital citizenship will be infused in core subjects that relate to student safety.
- Strategies will be developed to ensure students are supervised when using the Internet.

#### **Describe school strategies to keep students safe when they are online:**

Students will prescribe the following "I can" statements:

I can make smart decisions by never giving out my personal information online.

I can always ask my teacher before I go online.

I can ask my teacher before filling-in forms online.

I can promise not to meet someone in person who I've met online.

- A copy of the PRSDnet student user agreement will be sent home annually within the first week of school (as part of the Welcome Back to School package) with the purpose of reminding parents of the content of the student user agreement.
- All new students to LGS will be given a PRSDnet student user agreement as part of their registration package.
- Staff will review the PRSDnet student user agreement with students prior to September 30 of the current school year.
- LGS administration and LAN tech will annually review all student user agreements to ensure that all students and parents have signed it prior to September 30 of the current school year.
- Consequences for inappropriate use will be based on the severity of the infraction. Common consequences may include the following:
  - Minor infraction: discussion with teacher/administration and completing a behaviour plan to resolve the issue.
  - Repeated minor infraction or major infraction: suspension of computer

privileges for one week, revisit behaviour plan objectives, meeting with parents to inform and discuss possible solutions to the issue.

- Second major infraction: suspension of computer privileges for two weeks, revisit behaviour plan objectives, meeting with parents to discuss implications to the student's learning.
- Repeated major infractions (beyond second infraction): removal of student computer privileges for the remainder of the school year. Meeting with parents to discuss the implications to the student's learning and discuss alternate ways these outcomes will be met.
- Digital citizenship outcomes will be outlined in teacher long range plans. The primary time for introduction to these outcomes will be during weekly computer classes. Outcomes will be reinforced during core subject activities.
- Students will be supervised at all times by LGS staff when using any form of technology during school hours.
- Utilizing Net Control/Classroom Google

## **2. Student Learning**

Student learning outcomes relating to digital citizenship include:

- ICT outcomes relating to digital citizenship will be embedded in appropriate curricula.

### **Describe how the school will meet student learning outcomes relating to digital citizenship:**

The goal of the program of studies is to enable our students to become:

- capable information and communication technology users
- information seekers, analyzers and evaluators
- problem solvers and decision makers
- communicators and collaborators
- informed, responsible and contributing citizens.

Provided with:

- Class set of iPads, Chromebooks, PCs and Laptops
- Smartboards in each classroom
- Smart Response System
- Document Reader

## **3. School-Provided Technology**

School provided technology outcomes relating to digital citizenship:

- Schools need to budget the necessary funds to maintain and evergreen a stock of current computers and peripherals.
- Technology within schools should provide student access in a variety of educational environments. (e.g., Smart boards in the classrooms, information centres, labs, wireless laptops, Smart Response systems, etc)

**Describe how the school will meet school provided technology outcomes:**

LGS school budget and School Council funds will be implemented to keep school technology current and compatible. An ongoing exploration of compatible software to address our individualized learning needs and implementing current practices that are beneficial to all our students.

- Digital citizenship outcomes will be primarily taught during weekly computer classes.
- When technology is used to meet core subject outcomes, staff will reinforce the digital citizenship outcomes by modelling proper behaviour and etiquette and through the use of examples.
- Currently students have access to the following technology:
  - Class set of laptop computers (2013)
  - Class set of iPads
  - Class set of Chromebooks
  - All classrooms are equipped with SMARTboards
  - Computer lab with upgraded Dell towers (2011)
  - Two document cameras are available for SMARTboards
  - Class set of SMART responders is available
  - It is our goal to maintain and / or increase this level of student access to technology.

**4. Student-Owned Devices**

Student owned device outcomes relating to digital citizenship:

- Students and staff are aware of their rights and responsibilities with regard to the use of student-owned devices in schools.
- Students and staff are aware of how student-owned devices may enhance student learning.
- Issues relating to student-owned devices will be clearly articulated for students and staff. These include:
  - Keeping their devices in a secure location at all times.
  - Responsibility in case of loss, theft or damage.
  - Technical support.

**Describe how the school will meet student owned device outcomes:**

- The rights and responsibilities with regard to student-owned devices have been drafted at the local level and will be communicated to parents and students.
- These rights and responsibilities will be reviewed by staff and parents (School Council) on an annual basis.
- Staff will explore new ways to enhance student learning through the use of student-owned devices both through personal PD and through local level PD.
- This will translate into new ways to engage students through the use of student-owned devices. Student input will be considered on an ongoing basis.
- Issues regarding security, loss, theft, damage, and technical support will be communicated to parents and students annually through school newsletters and specific information sessions.

## **5. Equitable Access**

Equitable access outcomes relating to digital citizenship:

- While integrating personal devices into their classes, schools will maintain a stock of equivalent devices for students who do not have access to their own. (e.g. If a class is integrating personal laptops into their class, the school should have school owned computer available to students who do not have their own.)
- While integrating technology, schools need to account for students who do not have access to technology at home and plan accordingly. (e.g. If a teacher is using an online journal for their class they should provide paper copies for students with no Internet access at home.)

**Describe how the school will meet equitable access outcomes:**

- Care will be taken by all staff that when student-owned devices are to be used to meet outcomes that other means for meeting those outcomes will be available.
- This may be met (but not limited to) by the following:
  - Use of school laptops and iPads and Chromebooks
  - Ensuring a “non-technological” alternative is always in place.

## **6. Assistive Technologies**

Assistive technology outcomes related to digital citizenship:

- Provide access to individual software packages such as Read and Write Gold, Accelerated Reader, Academy of Reading and Successmaker.
- Alternative technologies will be explored when standard technology does meet the needs of students in regard to inclusive learning.
- LGS has acquired the Innovation Grant to implement Xboxes in each classroom for “The Sensory Diet Exploration” which engages students through games-based learning in areas such as mathematical thinking, problem solving, fine and gross motor skills and the exploration of scientific data. “Students will use technology to access curriculum based games that foster exploration and discovery”.

**Describe how the school will meet assistive technology outcomes:**

Lloyd Garrison School is implementing Read and Write Gold, RAZ Kids and Siri – ensuring that students who are non-readers/writers have tools to utilize. Also, used within Speech to have students hear themselves in recordings.

Staff is actively pursuing other assistive technologies and training to ensure that inclusive education goals are being met for students where standard technology does not meet their individual learning needs.

## **7. Staff Development**

Staff Development outcomes related to digital citizenship:

- Before accessing technology staff will read and sign the PRSDnet Employee Use Agreement.
- Teachers are aware of issues relating to student online safety.

- Teachers are aware of the potential impact of digital technologies on student learning.
- Teachers are aware of professional development resources relating to digital citizenship.
- Teachers are aware of professional development resources that support the use of student-owned devices in classrooms.

**Describe how the school will meet staff development outcomes:**

- All staff are required to read and sign the PRSDnet Employee Use agreement. The LAN tech and administrator will annually review that these are up to date.
- Staff will annually review issues regarding student online safety before September 30 of the current school year.
- Keeping abreast of new and pertinent issues regarding student online safety will be the responsibility of the LAN tech and administrator and will be acted on accordingly.
- Staff should include one goal in their individual growth plan relating to digital citizenship and the impact of digital technologies on student learning.

**8. Parent Communication**

Outcomes relating to parent communication:

- The school has communicated information about the school's digital citizenship plan to parents.
- The school has communicated information regarding the school's Internet filter to parents.
- The school has informed parents of issues relating to use of student-owned devices in school including
  - Staff and student rights and responsibilities
  - Student readiness criteria
  - Liability in case of theft, damage or loss
  - Impact on student learning
- The school shall maintain a current website that is updated regularly, with the exception of the Colony Schools.

**Describe how the school will meet parent communication outcomes:**

School newsletter currently encourages parents to utilize Twitter/Facebook and e-mail to maintain communication networks within the school community.

- The digital citizenship plan will be reviewed annually at November Meeting with the LGS School Council and any changes necessary will be communicated appropriately.
- The digital citizenship plan will be posted on the school website for parents to view at any time. Paper copies will be kept in the office for any parents who do not have access to the Internet.
- The digital citizenship plan will become part of the registration package for new students. This will include our student-owned device policies, rights, and responsibilities.
- Our website will be kept current by the LAN tech and administrator. This will also include the use of a Facebook page to improve school-parent communication.

## **9. Collaborative Networks**

Outcomes relating to collaborative networks include:

- Promote and facilitate access to collaborative networks to engage students and staff in meaningful ways. (E.g. e-mail, Google Docs, Twitter, Facebook, other social networking, etc.).

### **Describe how the school will meet collaborative network outcomes:**

Engaging students, parents and staff through utilizing e-mail, Twitter and Facebook currently being used by staff and parents. Students are engaging in Facebook pages at home and will extend this application into the school networking system.

Currently, LGS maintains a Twitter and Facebook page for the purpose of improved parental communication.

Twitter accounts have been set up by staff for the purposes of improved communication to staff and students. Ways to integrate this into classroom instruction are being explored.