



Cecil Swanson School

Digital Citizenship Plan 2025-2026

Relevant contextual information about your school and School Development Plan:

- K-6 school with a diverse student population, including many English Language Learners
- Strong focus on literacy, self-regulation, and student well-being
- Increasing use of technology to support learning, communication, and assessment
- Ongoing goal to build student independence, responsibility, and safe decision-making

Relevant evidence and data that informs your Digital Citizenship Plan:

- Many students are early users of digital tools and require explicit instruction
- Teachers observe inconsistent understanding of online safety and device care
- Increased use of Chromebooks/iPads for literacy and numeracy learning
- Student needs around self-regulation and responsible technology use

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 how to use digital tools safely and responsibly to support learning and communication.	Safe I know how to protect my personal information and make safe choices online.	Short Term Goal #1: Understand what personal information is and why it should be protected.	Students use age-appropriate, secure passwords to access CBE technology. Students demonstrate safe online behaviours during learning activities. Students can explain basic online safety rules in age-appropriate language.	Review and use resources from the CBE Digital Citizenship Insight Pages Explicit classroom lessons on: -Password creating -Personal information vs. Private information -Asking for help when unsure online Modeling safe technology use during daily classroom routines.	All students have a unique, secure password for CBE network access. Teacher observation of student behaviour during technology use. Student ability to explain online safety expectations verbally or visually.	Introduction to digital safety expectations. Password lessons taught. Safe technology routines established.		
		Short Term Goal #2: Learn how to create and maintain secure passwords.						

		Short Term Goal #3: Identify trusted adults and appropriate actions if something online feels unsafe.						
Long Term Goal #2: Students will understand and follow expectations for privacy, password safety, and responsible use of school-approved digital tools.	Privacy, Security & Digital Responsibility I understand how to protect my privacy and security online and use school-approved digital tools responsibility.	Short Term Goal #1: Teach students why privacy, digital footprints, and secure accounts must be protected.	Students protect personal information and passwords Improved awareness of digital responsibility.	Classroom lessons on password safety and privacy Review of the Admirable Use Policy (AUP) with students.	Reduction in password-sharing incidents. Teacher observation.	Introduction to respectful digital communication.		
		Short Term Goal #2: Students will understand expectations around sharing images, work, and information online.	Improved understanding of digital footprints Students make safer choices when sharing content.	Visual reminders and anchor charts. Guided discussions using age-appropriate scenarios.	Student ability to explain privacy expectations. Reduced incidents involving inappropriate sharing.			
		Short Term Goal #3: Students will use school-approved digital platforms appropriately.	Fewer incidents involving misuse of accounts or tools Increased student independence and responsibility.	Use of CBE-approved platforms only Teacher modelling and reminders.	Teacher feedback. Incident tracking.			
Long Term Goal #3: Staff and students will develop a shared	Digital Leadership & Shared Responsibility	Short Term Goal #1: Build staff awareness of CBE Digital	Consistent responses to digital incidents.	Staff discussions during PD and staff meetings.	Staff feedback.	Awareness and discussion		

understanding of school-wide digital citizenship expectations and consistent responses to incidents.	I understand and follow shared digital citizenship expectations and contribute to a respectful and responsible digital learning environment.	Citizenship competencies and regulations.						
		Short Term Goal #2: Establish consistent language and responses to digital incidents.	Increased staff confidence addressing digital citizenship concerns.	Review of relevant CBE Administrative Regulations (AR 1061, 1062, 1064, 1067, AR 6005, AR 6006)	Parent communication and questions.			

Next Steps & Focuses for the Coming School Year

- Review and refine lessons based on student needs
- Deepen student voice and leadership in digital citizenship
- Continue alignment with evolving CBE expectations and resources
- Expand family engagement and communication

