

# Royal Oak 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:

- Kindergarten to Grade 4 elementary school with an inclusive and diverse student population
- Literacy achievement will increase is a school wide SDP focus.
- Using Multi-modal technologies will allow all students to access text at their level and interest
- Students are working towards being more independent with devices

### Relevant evidence and data that informs your Digital Citizenship Plan:

- As early learners, 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
<b>Long term goal #1</b> All students by the end of grade 1 will have their own unique password and know how to appropriately log on and log off school technology	<b>Responsible</b> I know how to protect my personal information online.	<b>Short term goal 1</b> Students will be able to appropriately handle (including carrying, decluttering their workspace of items that can damage the laptop, cleaning hands) and be able to sign in and log off devices after each use	All students will be able to carry a laptop to their desk with the lid closed and against their chest when getting a laptop and putting it away	Teacher modelling	Fewer damaged devices and all students will be able to appropriately handle, log in and log off Chromebooks. Students will also appropriately wrap up shared headphones and return them to the appropriate tub.		
		<b>Short term goal 2</b> All students will understand the characteristics of a strong password and the importance of having one	Students will create an age-appropriate unique password to access the CBE network/technology (at least 8. characters in length)	Review resources on digital citizenship in-site pages  Targeted lessons creating strong passwords  Support from the Teaching and Learning	All students in Grades 1-4 will have a unique and secure password to access CBE network/technology		

				with technology team as needed			
		<b>Short term goal 3</b> 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 Tool Support from the Teaching and Learning with Technology Specialists as needed	All students in grades 2-4 will keep their passwords private and know how to reset their passwords, as needed		
<b>Long term goal #2</b> Learners will develop skills using digital tools to support and enhance learning	<b>Involved</b> I leverage digital tools to learn, express my creativity and collaborate with others	<b>Short term goal 1</b> Students will use Google tools to support and enhance their learning	Students in Grades 2-4 will independently log into Google Classroom  Teachers will use technology (such as Lumio and storytelling apps) to create engaging and interactive lessons and gather instant access to formative assessment	-access classroom assignments and resources			
		<b>Short term goal 2</b> Students in Grades 2-4 will use Read&Write to support and enhance their literacy learning	Review resources on Read&Write and the EASL D2L shell on insite videos or text-based tutorials to enhance understanding in using the tool	Increase in student use of Read&Write to support student learning  Increased comprehension of digital texts through the use of Read&Write			

**Next Steps & Focuses for the Coming School Year**

- Apps on iPads to support literacy and numeracy skills
- Increased understanding of Read&Write, and live transcribe to support EASL Learners
- Coding skills to plan stories