



Emily Follensbee Admirable Use Policy- 2024-2025

Digital Technology for Learning

Emily Follensbee School is looking forward to utilizing technology for the 2024 – 2025 academic year. With teacher and education assistant support, students have the opportunity to utilize tablets, computers, online applications, eyegaze technology and other digital resources including personal mobile devices (PMDs). Prior to using technology in the school, learning expectations are being communicated to teachers, education assistants, students and parents/guardians. The use of technology is an integral part of learning at all CBE schools, as required by Alberta Education's Information and Communication Technology (ICT) Program of Studies. By utilizing the school's digital resources and/or the network, students, parents, teachers, education assistants agree to the guidelines for digital technology use outlined in this document. They also agree to the Digital Citizenship guidelines about technology use. For more information about this, visit [Digital Citizenship Info](#).

CBE My Devices Network

The CBE My Devices Network enables students and staff to access wireless Internet on school-owned technology and personal devices. Students and staff are expected to follow the same Admirable Use Policy when assessing this network. The school does not accept any responsibility for loss or damage of any personal electronic devices. For more information about the CBE network, visit [CBE Get Connected](#).

Prohibited uses of technology include:

- Use of someone else's CBE account including to access to the network
- Sending or displaying inappropriate messages or images
- Using obscene language
- Harassing, insulting or attacking another person or their reputation
- Trespassing in other people's folders, work or files
- Accessing, posting, sending or downloading inappropriate material
- Assuming the identity of another person
- In any way, moving, opening hardware or computer accessories
- Any attempt and/or threats to harm a person
- Plagiarism of online content
- Posting, publishing, circulating or distributing someone's personal information (images, work, etc.) without their consent
- Use of technology or the network to access sites/software not approved by staff
- Downloading or uploading content not approved by staff
- Damaging or misusing equipment

Procedure for Policy Violation

Depending on the severity of inappropriate use, consequences will be determined by the administrative team. This Admirable Use Policy complements a number of Calgary Board of Education Administrative Regulations. For more information about the CBE network, visit [Policies and Regulations](#).

Please contact if you should have any concerns or questions.

Sincerely,

Jennifer Hart
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