cbe.ab.ca

Calgary Board of Education

Citadel Park School Admirable Use Policy

2026-2027 School Year

Dear Families,

At Citadel Park School, we will ensure the safety of all students by following the three principles of respect when working with educational technology. This will ensure that we are using digital information and technology resources in a responsible way:

1. **Respect Yourself**

- Keep your CBE account passwords and other personal information private.
- Tell your teacher if something on an electronic device makes you feel uncomfortable or is inappropriate.
- Caring for a personally owned device is the responsibility of the owner.

2. **Respect Others**

- Use appropriate language and communicate respectfully at all times.
- Respect the property and the creative work of others.
- Respect the rights of other people and ask for permission to record or post anything about them.
- Protect and respect the personal information of others.
- Use your time responsibly when using technology for learning.

3. **Respect this Place**

- Maintain equipment so that it is ready to be used by others.
- In the school environment, use technology that supports learning and do so according to your teacher's instructions.
- Report any problems with technology equipment as soon as you see them.

For more information, visit https://www.cbe.ab.ca/programs/technology-for-learning/Pages/Digital-Citizenship.aspx.

Please flip page for further information.

Respecting the Calgary Board of Education and Citadel Park School Policy

If you do not follow this policy, it may result in one or more of the following consequences:

- Letter home
- Restriction or loss of computer privileges; and/or
- School-based disciplinary consequences

Depending on the severity of inappropriate use, consequences will be determined by staff and the administrative team. Parents/Guardians will be notified. This Admirable Use Policy complements a number of Calgary Board of Education Administrative Regulations, including: AR1062 - Acceptable Use of Electronic Information Resources, AR6047 – Vandalism and Damage to School Property, AR6005 – Student Code of Conduct, and AR6006 – Progressive Student Discipline, and AR6008 – Student Personal Mobile Devices.

https://cbe.ab.ca/about-us/policies-and-regulations/Pages/Administrative-Regulations.aspx

Student and Parent Acknowledgement

Please sign and date below to acknowledge that you have read and agree to the terms of this Admirable Use Policy. Please return signed form to school to be kept on file for the year.

Student Name: _____ Signature: _____ Date: _____

Parent Name: _____ Signature: _____ Date: _____

Classroom Teacher Name: _____