

## CM Finch Digital Citizenship Matrix:

All members of the CM Finch community are expected to use technology appropriately keeping the schools guiding principle of Respect + Responsibility = Happiness, in mind. These guidelines for school technology use are inline with the School District's Acceptable Use Agreement and Code of Conduct Policy.

### School District Acceptable Use Agreement:

[http://www.prn.bc.ca/?page\\_id=85](http://www.prn.bc.ca/?page_id=85)

Setting	RESPECT	RESPONSIBILITY
Computer Lab / iPad	<ul style="list-style-type: none"> <li>● Follow the School District Acceptable Use Agreement</li> <li>● quiet voices in lab</li> <li>● have permission to use the computer / iPad</li> <li>● Follow directions given by the teacher</li> <li>● only go into your own programs and files</li> </ul>	<ul style="list-style-type: none"> <li>● Follow the School District Acceptable Use Agreement</li> <li>● clean up area</li> <li>● push in chairs</li> <li>● look after equipment</li> <li>● only use the internet with adult permission and when an adult is present</li> <li>● student's personal electronic devices may only access the school internet with permission and for educational purposes.</li> <li>● treat all computers iPads with care.</li> <li>● store and charge all iPads in the cart in the proper spot</li> <li>● report any "inappropriate" pop-ups or content</li> </ul>
CWT	<ul style="list-style-type: none"> <li>● Use the technology as an educational tool as instructed</li> <li>● be on task</li> </ul>	
Cell Phones	<ul style="list-style-type: none"> <li>● student cell phone use can only take place after school (all functions)</li> <li>● phones should be turned off and stored in student backpack</li> <li>● should not be used by any one in the school setting in any way that disrupts student learning</li> </ul>	
Technology	<ul style="list-style-type: none"> <li>● Audio and Video recording, and pictures can only be taken within the school <b>with school adult permission</b> and with the permission of</li> </ul>	

	<p>others involved.</p> <ul style="list-style-type: none"><li>● <b>personal devices can only be used for listening and viewing during class time with the permission of the teacher (all such devices are forbidden before school, during recess, and at lunch unless part of a student's educational program).</b></li><li>● Personal electronic devices are not to be shared with others.</li></ul>	
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