



Bayside School Admirable Use Policy

2025-2026 School Year

At Bayside 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. Personal devices must be left at home or off and stored in student backpack.

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 wisely when using technology during learning time.

3. Respect this Place

- Leave all school equipment so that it is ready to be used by others.
- In the school environment, use educational technology that supports learning and do so in consultation with your teacher.
- Report any problems with technology equipment as soon as you see them.
- If you have a personal device at school, leave it "off" and in your backpack. Personal devices are not to be used at school (R6008-Student Personal Mobile Devices).

Violation of the Calgary Board of Education and Bayside 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 --AR6008-Student Personal Mobile Devices, Vandalism and Damage to School Property, AR6005 -- Student Code of Conduct, and AR6006 -- Progressive Student Discipline.

<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: _____