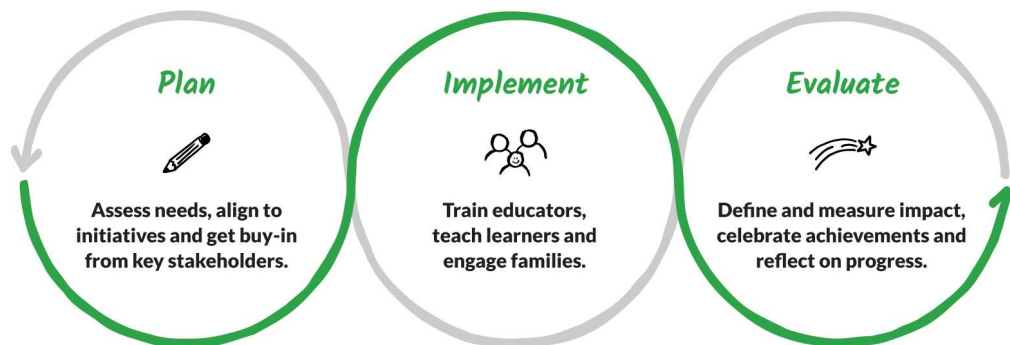


# Digital Citizenship Implementation Guide

Implementing digital citizenship in a school or local authority can seem overwhelming. But it doesn't have to be! By using our three-phased approach, you can thoughtfully and strategically implement a robust and effective digital citizenship programme. Use our planning templates and supporting resources to set your educators, parents and learners up for success. For an example, see the case study from [Islington Schools](#) who implemented digital citizenship across all their schools.



## Plan

Plan how digital citizenship will be implemented by setting goals and borrowing from successful models along the way. Use these questions and resources to help you:

- Download and customise our [Common Sense Schools Road Map](#) to put together your plan and track progress towards Common Sense Recognition.
- Introduce your staff to digital citizenship by using our [Introduction to Digital Citizenship slides](#).
- Identify ways you will support families and the school community with our recommendations for [Engaging Families in Digital Citizenship](#).

## Assess needs

- What are the primary needs of and challenges for learners? What about parents and caregivers? Teachers and staff?
- How will you find out? What is your main motivator? (Examples: a negative incident such as cyberbullying; aiming for a positive school environment; the local authority's vision for technology for learning.)
- How does your main motivator affect your approach and planning?

## Align with initiatives

- Are there initiatives you can align digital citizenship with? (Examples: social-emotional learning or character education.)
- How will digital citizenship be sustainable?
- How can [Common Sense Recognition](#) be a motivator and road map?

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## Get buy-in from key stakeholders

- Who are your key stakeholders? (Example: staff, counsellors, parents, learners.)
- How will you get key stakeholders engaged in digital citizenship? How will you listen to and address the needs, objections and ideas of key stakeholders?
- Who will need to be involved in planning? Who is part of your digital citizenship team?

## Implement

Implement our lessons and use our [training resources](#) to build your practice. Use these questions and resources to help you:

- ➔ See the [Digital Citizenship Curriculum overview](#) covering our core topics and lessons.
- ➔ Identify where lessons fit using the [Digital Citizenship Year 1-13 Progression](#).
- ➔ Explore five [Digital Citizenship instructional models](#) to consider for schools.

## Teach learners

- What is the instructional plan for teaching learners?
- Where does learner instruction fit into the school year? Where does it integrate into the curriculum (subjects, classes)?
- How does digital citizenship connect to the use of technology?
- Which digital citizenship instructional model makes the most sense for your local authority or schools?
- How can Common Sense Recognition be a motivator and hold schools accountable for implementation?

## Train educators

- How will you provide training and support for those who are teaching learners and engaging families?
- To whom will you deliver training? How often? Through what methods (in person, online, blended)?
- How will you support and connect schools throughout the year?

## Engage families

- What are the needs and concerns of your unique parent population?
- How do parents currently receive information and education?
- How can you leverage what you already know to be working and not working?
- How can you use the Common Sense Family Engagement Resources to support schools?

# Digital Citizenship Implementation Guide

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## Evaluate

Celebrate your progress and earn **Common Sense Recognition**! Take time to reflect, refine and identify areas of improvement. Use these questions and resources to help you:

## Define and measure impact

- What does success look like?
- How will you measure success? (Examples: end-of-lesson quizzes; school environment.)
- What's your timeline?

## Celebrate achievements

- How will you recognise the work completed and the people involved?
- How can you highlight learners and their work? How can you use **Digital Citizenship Week** or **Safer Internet Day** to celebrate your success?
- How can you involve the press and community to celebrate your success or achievement of earning Common Sense Recognition?

## Reflect on progress

- How will you gather feedback from schools on what needs to be revised or refined in your implementation?
- How will you prioritise improvements that need to be made?