



Lesson Plan: Our Class Tech Agreement

Lesson: Creating our Class Tech Agreement

Grades: 4-8

Lesson Overview:

This lesson plan is designed to be delivered at the beginning of the school year in every grade 4-8 classroom. It complements the school-wide "Samaritans on the Digital Road" program and the Student Technology Agreement by establishing clear and positive expectations for using digital tools and Artificial Intelligence in your class.

Through a collaborative activity, students will co-create a set of expectations that promote responsible and safe use of technology and Artificial Intelligence in the classroom. This fosters student ownership and reinforces key takeaways from the broader school-wide initiatives. The class tech agreement created with the activity is designed to evolve and adapt to the unique needs of your class over the school year.

Time: ~45 minutes

Materials:

- Presentation:
 - [Grades 4-6 Creating our Class Tech Agreement](#)
 - [Grades 7-8 Creating our Class Tech Agreement](#)
- Projector
- *Optional: Markers, Pencils, Dry-erase Markers, Chart Paper

Learning Goals:

- Define AI and understand its key capabilities.
- Identify where AI is found in everyday life.
- Analyze recent updates to the student technology agreement related to AI and personal mobile device use.
- Analyze and explore the OCSB AI Guiding Principles.
- Use AI to collaboratively develop a set of classroom guidelines for the ethical and effective use of AI, grounded in the OCSB AI Guiding Principles.

Introduction: What is AI?

Using the provided presentation for your grade level, display slide 2 to the class and ask students what they already know about AI. Use the definition (slide 3) to clarify their understanding of AI.

Invite students to reflect on their understanding of AI by adding examples of AI that they see or use in their everyday life to the shared whiteboard (slide 4).

Note: you will need to share the presentation with students and give them edit access if you want them to add their own thoughts to the integrated whiteboard (slide 4). Alternatively, you can record their answers for them.

Slides 5–6: Explore AI in everyday life using the information on slides 5 and 6. Invite students to verbally add to this list and/or make connections.

Slide 7: Use the information on slide 7 to explain how Generative AI differs from the forms of AI previously discussed (slides 5–6).

Slide 8: Invite students to engage in a whole class discussion about when and how they believe AI should be used by students.

Slide 9: Explain to students that the OCSB is committed to ensuring staff and students have access to AI tools that have been vetted. Invite students to share their own experiences with these tools and/or other AI tools. This may be a good time to emphasize that privacy, security, data protection, teacher approval, and age limits of any digital tool are important considerations before use.

Note: The tools featured on slide 9 are only some of the AI tools currently available to staff/students – be sure to check OCSB Central for a complete selection.

Student Responsible Use of Technology Agreement Updates:

Remind students that they are to digitally sign the OCSB Responsible Use of Technology Agreement with their parent/guardian via the Parent Portal at the beginning of each school year.

- [Student Facing Responsible Use of Technology Agreement – Staff Reference.](#)

Explain to the class that this agreement has been updated to reflect Ontario government Policy/Program Memorandum 128 and the changing digital world.

As a class, review the updates to the student technology agreement (slide 10). Take the time to check for understanding and unpack any new/unfamiliar vocabulary.

OCSB AI Guiding Principles:

Review the OCSB Guiding Principles as a class (slide 11). Invite students to read through each of the Guiding Principles as a class, and unpack the meaning of each principle by providing concrete examples.

Discuss the importance of being transparent, respectful, and responsible when using AI. Invite students to share the possible consequences of not following these guidelines.

Slide 12: Invite students to engage in a whole class discussion about why they feel the updates to the Response Use of Tech Agreement and the AI Guiding Principles are important.

Co-creating Your Class Tech Agreement:

Open the provided SchoolAI chatbot (linked on slide 13) and display it so all students can see it. Work together as a class to create your own Class Tech Agreement with the help of the SchoolAI chatbot and input from students.

Note: For this activity, only the educator should be using the chatbot. For more information about SchoolAI, check out their [website](#) and [Help Center](#).

Educator Resource: You may wish to review this document ([Incorporating AI in Your Classroom – A Guide for Educators](#)) before the lesson to support the discussion.

Conclusion:

Record the final set of rules for your Class Tech Agreement using a piece of chart paper, a Google Doc, or a Canva poster. Invite students to sign their name (or add it digitally using draw tools or text boxes) at the bottom of your class tech agreement.

Note: This Class Tech Agreement should be treated as a living document that can and should be revised as your class grows and learns about using digital technology and AI.