



Little Mill Middle School Technology Expectations & Responsible Use Contract

This document outlines the expectations for student use of personal and school technologies while at school or during school sponsored events beyond the regular school hours.

Definition of “technology”

For purposes of this agreement “technology” means privately owned wireless and/or portable electronic hand held equipment that includes, but is not limited to, smart phones, tablets/iPads, Chromebooks, laptops, smart watches, or portable gaming devices.

Security and Damages

- Responsibility to keep the device secure rests with the individual owner. FCS is not liable for any device that is stolen or damages that occur on campus.
- If a device is stolen or damaged, it will be handled through the administrative office similar to other personal artifacts that are impacted in similar situations.

BYOT Expectations & Use

- The use of technology to provide educational material is not a necessity but a privilege.
- A student does not have the right to use his or her laptop, cell phone, or other electronic device without teacher permission.
- Students and parents/guardians participating in BYOT must adhere to the Student Code of Conduct, school rules and commit to the following responsible use guidelines:

FCS Responsible Use Guidelines:

- Use digital devices, networks and software in school for **educational purposes and activities**.
- Keep my personal information (including home/mobile phone number, mailing address, and user password) and that of others **private**.
- Show **respect** for myself and others when using technology including social media.
- Give **acknowledgement** to others for their ideas and work.
- Report inappropriate use of technology immediately.

Little Mill Technology Expectations:

- Always follow the responsible use guidelines when using any type of technology
- BYOT devices should be turned off and stored in lockers between the hours of 9:00 am and 4:15 pm.
 - Devices can be used for educational activities with teacher permission during this time, but must be returned to the locker at the conclusion of that class period.
- At no point during the school day should devices be used without teacher permission (this includes lunch, hallway transitions, walk and talk, and the classroom)

Students who are using technology at the inappropriate time, or without teacher permission, will receive a mark on their conduct card. After the first offense, consequences for misuse of technology will be determined by a school administrator.

BYOT devices will be confiscated and turned into the front office with a discipline referral for severe misuse of technology or for subsequent violations of the BYOT policy after the first mark is received on the conduct card.

Parental Oversight

While our teachers monitor student use of technology during instructional times, it is the parent's responsibility to be aware of the capabilities of their student's personal technology device(s) and monitor the appropriate use of any apps, programs, and/or content that the student has on the device.

Please complete the portion below and return the entire form to the school. A digital copy of this agreement is available on our school website should you need to reference it in the future.

I understand and will abide by the above policy and guidelines. I further understand that any violation is unethical and may result in the loss of technology privileges as well as other disciplinary action.

Student Name (Print): _____

Grade: _____ **Homeroom Teacher:** _____

Student Signature: _____ **Date:** _____

Parent Signature: _____ **Date:** _____