

## Student-Owned Electronic Device Policy

Springfield Public School staff will allow students to bring personally owned mobile technology devices to school **for educational purposes only** and when the conditions outlined below are agreed followed.

Please sign and return this form to your classroom teacher if you wish to use a personal device at school.

Mobile technology devices include, but are not limited to, laptops, netbooks, tablets, iPads, iPods, smartphones, chromebooks, and eReaders.

Students who choose to bring a device to school will agree to the following terms and conditions:

1. Students are responsible at all times for complying with the School Code of Conduct as well as the conditions outlined in this document if they bring personally owned mobile devices to school.
2. Students may use personally owned devices at school for educational purposes only when the applicable teacher grants permission.
3. Students must obtain permission from a teacher or administrator before recording, taking pictures, or publishing images, information, or student work. Permission must be obtained for each instance and never assume it is okay without such permission granted.
4. Student owned electronic **devices are not allowed to be used** during nutrition breaks or on the schoolyard during supervised recess times (8:55 AM-3:35 PM inclusive).
5. Students are not allowed to bring their personal mobile devices when leaving the classroom unsupervised (for example: when leaving for a drink; to use the washroom; to get something from your backpack, etc.)
6. Personal devices must be silent (both audible and vibration settings) during class, unless, with teacher permission, the educational purpose requires sound.
7. Students are required to only use school wifi when connecting to the internet. Springfield Public School is not responsible for charges that may occur from accessing internet from a data service provider.
8. Before bringing a personally owned device to school, students should record its serial number and maintain that information at home. Students should clearly label the device and its accessories (case, headphones, etc.) with their name. Springfield Public School will not be responsible for lost, damaged, or stolen items.
9. A teacher or administrator may confiscate any technology devices without warning if it is being used inappropriately or used without permission.
10. Any device used to threaten, bully, or endanger the physical safety or emotional well-being of others (at school or in the community) will be confiscated, held for disciplinary action, and if necessary, provided to law enforcement authorities.

Student Name: \_\_\_\_\_ Classroom Teacher: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_