# SJS Middle School Device Policy Contract

By signing this contract, both student **and** parent(s)/guardians acknowledge that they have reviewed and understood the following student device policy. This policy includes expectations for phones, Chromebooks, smartwatches, laptops, and tablets – both school owned and personal. **Sign and return the bottom** portion to your homeroom teacher by Thursday, September 1st. **This policy will be enforced regardless of whether a signed contract is received.**

- Students must submit phones (and smart watches) to their homeroom teacher upon arrival each morning. Teachers will store collected phones in a secure location. Phones will be returned to students as they prepare for dismissal at the end of the school day.
- If a student is found using a phone in school, it will be confiscated immediately and sent to the office. Parents will be notified. Only a parent or guardian can retrieve the phone.
- Smartwatches such as the Apple Watch and Galaxy Watch are prohibited. If a student wears a smartwatch to school, it must be turned into their homeroom teacher along with their phone. A smart watch found in use during the school day will be confiscated and sent to the office for parent pickup. Simple fitness trackers and watches are permitted as long as they are kept silent.
- iPads and other tablets may only be used with explicit teacher permission and only for academic purposes.
- Each student will be assigned a school Chromebook strictly for their personal academic use. Students may only login using their St. James email. Chromebooks must remain in school at all times unless given explicit permission by the homeroom teacher and Mr. Bensen. Students are responsible for the care of their SJS Chromebook. The cost of a damaged or lost Chromebook will be the responsibility of the student's family.
- Students may bring their own computers from home, but they may only be used for academic purposes at the direction of their teachers. All electronic devices brought to school are the responsibility of the owner. The school takes no responsibility for lost or damaged cell phones, e-books, and other such devices.
- All devices are to be used for academic purposes only. Devices will not be used for gaming, streaming, social media, or other such recreational activities.
- Under no circumstance should students take videos or pictures of other students, faculty, and/or staff using devices without the knowledge and permission of the people involved. This also includes the taking pictures or taking a screenshot of personal/private communications (texts, emails, etc.), copying and pasting of such communications, and/or sharing of communications with others without the permission of the sender.
- The use of the school's Google Chat and any other school communication tools must only be used for educational purposes and approved by the teacher or principal.
- Inappropriate, disrespectful, harassing, or unkind communications that occur using school devices will be dealt with severely. This may include suspension or expulsion. This includes any personal devices used during school hours or while students are on the premises of the school (including the After School Program, Summer Camp, and school events).
- Inappropriate, disrespectful, harassing, or unkind communications that occur using any device that directly and negatively impact students in our school community may result in severe consequences.

*The school principal, in accordance with diocesan rules and state laws, will determine the appropriate disciplinary measures to be taken regarding inappropriate and disruptive use of electronic devices.*

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*Please fill out this page and submit it to your homeroom teacher.*

[ ] **My child will regularly bring a phone to school.**
[ ] **My child will regularly bring a smartwatch to school.**
[ ] **My child will regularly bring their own computer/Chromebook to school.**
[ ] **My child will regularly bring their own iPad or tablet to school.**

I have reviewed the St. James Middle School Device Policy above and agree to adhere to the guidelines listed. I understand that failure to adhere to these guidelines will result in appropriate consequences at the discernment of the teachers and principal.

________________________________ ________________________________
(Student's printed name) (Student's Signature)

________________________________ ________________________________
(Parent's signature) (Date)