Student Computing Device Permission / Signup

Student Name: _____   Parent Name: _____

Home Phone: _____   Parent E-mail: _____

Any student in grades 9-12 who wishes to use their own personal computing device on the Gilbertsville – Mount Upton Central School District (referred to henceforth as "GMU") computer network requires student and parent/guardian agreement to abide by the following:

- **GMU is not liable for student-owned devices that are lost, stolen, or damaged; students who use their own devices on District grounds or at school-related events including, but not limited to, sporting events, extracurricular activities, etc., do so at their own risk.**

- **Although an effort will be made to provide applications and services that work across various computing platforms, GMU makes no guarantee of compatibility between student-owned devices and the instructional software or services offered by GMU.**

- **The types, makes and models of devices allowed for use on the GMU computer network or campus are determined solely by the GMU Administration and Technology Director.**

- **All Local, State and Federal laws governing the use of computers and computer networks**

- **GMU Terms and Conditions for Use of the Internet**

- **GMU Student Computing Device Procedure**

- **Directives from GMU staff members regarding the use of personal computing devices, including but not limited to administrators, teachers, support staff members, and substitutes**

- **The privilege of device use may be revoked without notice for any reason deemed appropriate by the GMU Administration and/or Technology Director**

- **All other applicable District policies and procedures**

Students who agree to these terms and have signed parent / guardian permission below are required to bring their personal computing device to the Technology Director to have it added to the list of allowed devices on the GMU computer network. Information taken for this purpose will include the make, model, serial number, and identification numbers (MAC addresses) of the network interface(s) contained within or associated with the device.

If you have any questions or concerns, please contact the Technology Director by e-mail or phone:

Director of Technology: Eric Voorhees   Email: evoorhees@gmucsd.org   Phone: 607-783-2207 x126

I agree to abide by the terms described in this GMU Student Computing Device Permission / Signup form:

Parent / Guardian Signature: _____   **Date:** _____

Student Signature: _____   **Date:** _____

Bring your computing device with a hall pass and this signed form to:

1) Mr. Seigers in Room C123

2) If Mr. Seigers is not available, the Technology Services Office (Room D132)

OFFICE USE ONLY

Device 1 Make/Model: _____   Device 2 Make/Model: _____

Device 1 MAC Address: ____-____-____-____-____-____   Device 2 MAC Address: ____-____-____-____-____-____

Device 1 Added Date: _____ Retired Date: _____   Device 2 Added Date: _____ Retired Date:_____

If Not Approved, Reason: _____

Student Computing Device Rules are on the other side of this form

GMU Student Computing Device Rules

Students in grades 9 – 12 may bring computing devices such as laptop computers, tablets, smartphones, or other computing devices to use for educational purposes. They must first submit a <u>Student Computing Device Permission / Signup form</u> signed by them and their parent or guardian.

If a student agrees to follow the rules listed in this procedure, other policies and procedures as outlined in the signed permission form, and all other applicable laws, policies, and procedures, they may register their device to use at GMU. It is expected that students will use their devices responsibly at school to further their learning, and not use their device in a way that is hurtful to themselves, other students, or school staff.

Use of devices during instruction:
- Each teacher will define rules for device use as part of their syllabus at the beginning of the school year.
- Students will only use their devices when allowed to do so by teachers, staff members and/or substitutes.

Use of devices in study halls, tutorials, and advisories:
- Students need to notify the teacher, staff member or substitute in charge of what they will be doing with their device and get permission for their stated activity before using their device.
- If a student is on academic warning or restriction and is found using their device for recreation, they may have their network access revoked.

Use of devices in hallways:
- Students may use their devices between classes as long as they are not irresponsible, create a hazard, or are late for their next class.

Use of devices during breakfast and lunch:
It is not recommended that devices be used during breakfast and lunch for the following reasons:
- Food or drinks may be spilled on devices which could damage or render the device non-functional.
- Possible collision with another person with the risk of injury or creating a hazard from spilled food.
The staff member supervising the cafeteria will determine whether the use of devices is allowed.

Consequences
Violation of this or other policies regarding student computing device use will, at minimum, be the following:
- 1st offense: 10 school days with no network access
- 2nd offense: 30 school days with no network access
- 3rd offense: 180 school days with no network access
Days without access can be carried over to the following school year.
These consequences may be modified based on severity of the offense and do not exclude other disciplinary action(s).

Other items of note regarding the use of devices:
- GMU is not liable for devices that are lost, stolen, or damaged; students who use their own devices on District grounds or at school-related events including, but not limited to, sporting events, extracurricular activities, etc., do so at their own risk.
- The types, makes and models of devices allowed for use on the GMU computer network or campus are determined solely by the GMU Administration and Technology Director.
- Network access may be revoked without notice for any reason deemed appropriate by the GMU Administration and/or Technology Director.
- All device use on the school network is logged and device location tracked within the building as is practical.

If you have questions or concerns about this or other procedures related to the use of computing devices, please contact the Technology Director by e-mail to evoorhees@gmucsd.org or by calling 607-783-2207, extension 126.