

2017-2018 Device Policy FAQs

Empowered Use Policy

I understand that using school owned digital devices (both at school and at home) and the Lanesville network is a privilege, and when I use them according to the Empowered Use Guidelines I will keep that privilege. Specifically, I will...

- Take care of my device. (Return my device in the same condition as it was issued to me)
- Come prepared to class everyday (device is charged and working, homework is completed).
- 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 devices that are not working properly (including those that are damaged or broken) to technology staff immediately
- Report inappropriate use of technology immediately

Frequently Asked Questions

Why do we feel 1:1 is important for all students?

- Increase student engagement
- Increase differentiation for students
- Support our curriculum and instructional practices
- Provide students digital skills to make them college and career ready

How should I carry my device?

- In the case provided with the device
- In the flipped closed position
- Optional: Use an additional carrying case (like the one from last year or one of choice).

What if I break my device (broken screen or physical damage)?

- This includes broken screens, broken LCD screens (the Liquid Crystal Display below the glass- see side image), and physical damage.
- 1st break: \$25
- 2nd break: \$75
 - If on the 2nd break damage fees have not been paid or a payment plan set up through Mrs. Stark, the students will become a day user until those repair fees are paid.
- 3rd break (and subsequent damages): Full cost of the device
- **Intentional Breaks** will result in damage fees and disciplinary action.
- If you contribute to another student's device breaking, you will be responsible for the cost of that repair and the break will be attributed to you.



How can I help protect my device?

- All K-2 students are issued cases. Keep it in the case.
- All 3-12 students are provided with a hardshell case and device is to NOT be removed from this shell.
- Device must be flipped closed for storage. No open screens may be visible.
- Bottom Line: Take care of your device and treat it well!

What if my charger is lost?

- Tell Mrs. Schalk and you will need to purchase a new charger through the school. You may not purchase your own.
- Replacement chromebooks chargers are the full cost through Asus. (Details to be provided when available.)
- iPad chargers are \$40. (Apple 12W USB Power Adapter & Apple Lightning to USB Cable)
- If you do not turn in your **school-issued charger** at the end of the school year, you will be charged this fee.

What if I leave my device at home?

- See Mrs. Schalk for a single day loaner
- Multiple checkouts will result in a detention or loss of recess

What if my device quits working?

- This does not count as a damage. We will repair devices that malfunction.
- Report it to Mrs. Schalk immediately.

What if I lose my case?

- You are responsible for the replacement cost to be purchased through the school; however, they should never be removed so this shouldn't be an issue.

What if my computer is lost?

- Please report it immediately to Mrs. Schalk. It is important that you report any missing devices ASAP so that we can assist you in locating your device. If you lose the device and it cannot be located, you will be responsible for the full cost of replacement. The theft protection plan DOES NOT cover lost devices.

Do you offer a theft protection policy?

- Yes, as an optional purchase for approximately \$15.00 per year (info posted on school's website)
- It covers theft, vandalism, and damage from natural disasters.
- There must be a police report.
- It DOES NOT cover lost devices or damaged devices for any other reason.

Where can I have my device out?

- In the classroom
- Once you are safely at home
- Not during passing periods or morning meeting (LES)

What if I don't have internet at home?

- School building is open from 7-4 and free wifi is offered at many local places.
- Communicate consistently with your teacher.
- Google Docs are available offline.

As a parent, how can I help?

- Set limits for your child
- Communicate with your child's teacher
- Monitor your child's usage
- Provide and encourage a public space within your home for your child to work on their device

If you are mistreating your device in any way or not following these guidelines, any staff member can take your device and disciplinary actions may result.