

No Technology Use Permitted on State Assessments

This includes cell phones, smart watches, laptops, ipads, computers----all technology.

The following procedures will apply when a state assessment is being given, which includes but is not limited to: cell phones, pagers, other personal electronic devices such as smartwatches and smart eyewear, and school-issued technology that emit an audible signal, vibrate, display a message or otherwise summon or deliver a communication to the possessor during unauthorized times during the state assessment.

The South Carolina EOCEP Testing Administrator Manual (TAM) states that “the district and school must have procedures in place for the collection of these devices prior to the beginning of testing.” This is to prevent and minimize testing violations.

High School Students:

Students will not be able to turn on or use cellphones/devices during instructional and non-instructional (lunch & transition times) times due to state testing being conducted the entire school day. Students’ devices should be turned off and out of sight for the entire school day. This will be the standard for testing days such as final exams for each semester. Students should have devices in his/her personal belongings unless on their person. If on their person, they will need to give the device to their teacher prior to testing or when the teacher asks for all devices to be placed in personal bags or placed in a container/bag for devices given by the staff member. These devices that are given to the teacher will need to be out of reach and/or locked in a cabinet.

Exception- Students that have a device that has prior approval for a medical need/situation. These students will be in close proximity to the testing administrator and monitor. A monitor will be assigned to a class that has this exception.

When students are done with testing, they must ensure that they have closed out of the state testing program. They close and power off the chromebooks. They will need to be returned to the cart or placed under their desk. Students that are no longer testing cannot have access to technology.

Teachers/Staff:

During all testing times/blocks, teachers will not have access to any technology device. The mode of communication will be classroom phones and radios. Teachers may use during non-instructional time outside of the building, but must be locked away during testing. No technology should be seen or on during testing times.

Exception-- Staff members that have a device that has been discussed with administration and given prior approval for a medical need/situation. The device should only be used for that purpose. Any other use will be in violation of the policy.

The front desk receptionist will have limited access to technology.

Hall Monitors:

Hall monitors(staff members) will not have any technology to be seen or turned on during active supervision. Hall monitors will monitor and ensure that technology is not seen, turned on, or used. Students will use the restroom one at a time. Any violations will be communicated to the school testing coordinator (STC) as soon as possible.

Student violation:

Students that have devices seen or turned on will be confiscated and returned at the end of the day or until the testing violation investigation has been concluded. Students in violation will receive 2 days Out-of-School suspension for the violation.

Teacher/staff violation:

Teachers will have the incident documented in their personnel file. The teacher could face other disciplinary actions if a violation has occurred. The violation will be handled as outlined in the SC EOCEP Testing Administration Manual, which could result in suspension, termination, and/or prosecution.

Signs will be displayed throughout the high school and student union buildings about no technology on testing days. The student union will not have hall monitors because there are no regular EOCEP testing administration sessions in the student union building.

Parent communication will be given via Schoology, YPA newsletter, and posted on the school website at least three weeks prior to the start of testing.