March 13, 2020

Important Information for Parents Related to School Technology

Dear Parents,

In the event of a possible school closure, we will be sending home your child's school-issued computer/iPad and the charger starting today. We realize that this is the likely the first time your child will be responsible for transporting a computer to and from school each day. These are extraordinary circumstances.

Here are some guidelines that will help you and your student with this new responsibility:

**5th Grade - IPADS**
1. We will ask students to take the IPAD back and forth to school each day.
2. Please do your best to take care of the iPad by charging it each night and storing it in a safe place.
3. Each device is labeled with an asset tag and is assigned to each student.

**Grade 6 & 7 - 11” Macbooks**
1. Each student has a MacBook assigned to him/her by asset tag and serial number, as well as, student names and barcodes for inventory purposes. Each device has a charger.
2. Students are responsible for keeping both the computer and charger in good working order.
3. Please charge the laptop at night and do not carry the charger back and forth.

**Grade 8 Chromebooks**
1. Each student has a Chromebook assigned to him/her by asset tag and serial number as well as student names and barcodes for inventory purposes.
2. Each device has a charger and students are responsible for keeping both the computer and charger in good working order.
3. Do not travel back and forth to school with the charger.
4. Please charge the laptop at night and do not carry the charger back and forth.
5. We realize these devices have no cases. Please do your best to care for the Chromebook.
Grade 9-12 Chromebooks

1. Students who do not normally take their Chromebooks home may do so now with the understanding that they care for and are responsible for charging the device nightly.
2. Each student has a Chromebook assigned to him/her by asset tag and serial number as well as student names and barcodes for inventory purposes. These labels should remain intact.
3. Each device has a charger and students are responsible for keeping both the computer and charger in good working order.
4. Do not travel back and forth to school with the charger.
5. During this time, students are required to travel with their technology to and from school.

Parents

• Please take time to talk with their children about their use of technology and inspiring them to use it to learn more about our world.
• Please assist the school department in providing for the safe, careful and responsible use of technology.
• Please help your children become good “digital citizens.”
• Please know the school’s internet is filtered to reduce distractions, but not many other (home) internet connections are filtered. Some internet sites are totally inappropriate for anyone, especially young people.
• We recommend an excellent website, Common Sense Media (commonsensemedia.org) to help your children to become good “digital citizens.” This site suggests strategies for monitoring screen time and computer use, helps with understanding the impact of social networks (Facebook, Twitter, Snap Chat, etc.) on teens, and provides resources for having good conversations about the impact of inappropriate content on the web. Cyberbullying, body image, violence, drugs and more are discussed with insight. There are some great movie and book reviews, too!
• Computer use policies are located on our website. Please review these rules with your children.

Sincerely,

Joan Wright,
Technology Director
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