



Digital Driver's License: Digital Citizenship and BYOD at HMS/FWA

Learning Targets for Digital Citizenship:

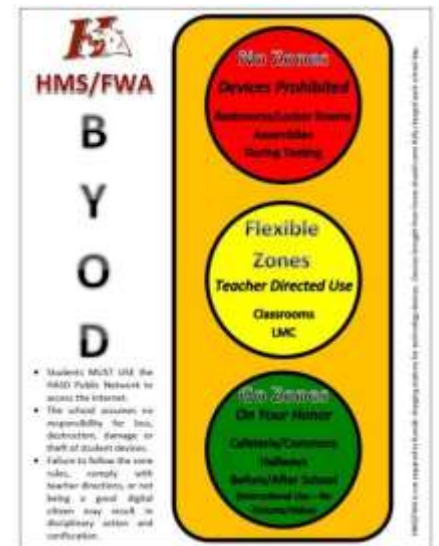
- ✓ I can advocate and practice safe, legal, and responsible use of information and technology.
 - ✓ I can exhibit a positive attitude toward using technology that supports collaboration, learning, and productivity.
- ISTE Nets Standards*

Student Expectations:

- ✓ Student digital device expectations are posted around the school and have been taught to all students. The following 'stop light' model also explains our Bring Your Own Device (BYOD) expectations for students.
- ✓ The main purpose for students' use of digital devices at school is learning.
- ✓ **New for 2017-2018** - Students must keep their devices in their lockers during instructional time unless a teacher should invite the student to bring his/her device to class.
- ✓ All expectations for digital citizenship/BYOD can also be found in the Student Handbook and on our [HMS Web site](#) for quick reference.

License Requirements:

- ✓ Students MUST carry their digital driver's license with them at all times in order to use a digital device at school, including any personal devices or school-owned devices (i.e. tablet, laptop, or PC).
- ✓ Students MUST be able to present their licenses to staff at any time.
- ✓ Students MUST operate all devices in accordance with [Board of Education Policy 5136](#).



Student Offenses:

1st Offense = The student's device will be taken for the day by a staff member and kept in a safe location until the student picks it up at the end of the day. One license corner will be removed. The student will receive a minor ODR.

2nd Offense = The student's device will be taken for the day by a staff member, and the student will pick it up at the end of the day in the school office. A second license corner will be removed. The student will receive a minor ODR.

3rd Offense = The student's device will be taken for the day by a staff member, and a parent must pick it up in the school office at the end of the day. A third corner will be removed. The student will receive a minor (or major) ODR.

4th Offense = The student's privilege to use digital devices at school (personal and school-issued) will be revoked for the remainder of the quarter, and a re-teaching session will be required before a new license will be issued to the student. The final, fourth license corner will be removed, and the student will receive a minor (or major) ODR.

Frequently Asked Questions:

- ✓ **What do I do if I misplace or destroy my digital driver's license?** Students may pay 20 Bear Bucks to replace a lost or destroyed license in the school office. One corner of the student's new license will also be removed.

- ✓ **Will teachers be searching students' devices?** No! A teacher may ask to verify that a student is using the HASD Public Wi-Fi but will not ask to look through a student's personal device. School administration or a police liaison officer may search a student device if criminal activity or bullying has taken place via social networking.
- ✓ **My child lost his/her device at school. Now what?** The school assumes no responsibility for loss, destruction, damage, or theft of student devices.
- ✓ **Can I take photos or videos at school without staff permission?** Unfortunately, no! Photos and videos may only be taken with staff permission and for learning purposes.
- ✓ **Do teachers have to allow students to use their devices in the classroom?** No! Teachers may and are encouraged to allow students to use digital devices in their classrooms for learning purposes, but they are not required by school policy to do so.
- ✓ **Can students use their devices at lunch and in the hallways?** Yes! Students may use their digital devices in the cafeteria and recess, assuming they have their Digital Driver's Licenses with them. At lunch, we require that students put their devices on the lunch table face-down for at least the first 10 minutes of lunch to encourage conversation and healthy eating habits. Otherwise, we have no issues with students using their devices appropriately at lunch or recess, provided they are following all expectations. *Students may not send text messages, use social media, or place cell phone calls during the school day without prior staff permission.*
- ✓ **Should I contact my student via text or call them on their devices during the school day?** No, please. We understand that you may have many reasons to reach out to your student during the school day; however, our preference is that you call the office at 779-7922 if you should have any messages for your middle school student. Our office staff is always very prompt with communicating parent messages to students.
- ✓ **Do Digital Citizenship / BYOD expectations also apply during after school events?** Yes!

Digital Driver's License

Hortonville Middle School / Fox West Academy



Name: _____

Grade: _____

Date Issued: _____

Digital Citizenship / BYOD Expectations
www.hasd.org/schools/hms/BYOD.cfm



Learning Targets for Digital Citizenship

(Mastery is required prior to receiving your DDL)

- I can advocate and practice safe, legal, and responsible use of information and technology.
- I can exhibit a positive attitude toward using technology that supports collaboration, learning, and productivity.

ISTE Nets

This Digital Driver's License applies to all digital devices at school, including cell phones, tablets, laptops, and computers at HMS and FWA.

License Requirements:

- Licenses MUST be in each student's planner or with a student to use a device at school.
- Students MUST be able to present a license at any time.
- Students MUST operate all devices in accordance with HASD Acceptable Use and BYOD policies.

1st Offense = Device Taken for Day by Staff / One Corner Removed

2nd Offense = Device Taken and Pick-Up in Office / Second Corner Removed

3rd Offense = Device Taken and Parent's Pick-Up / Third Corner Removed

4th Offense = Privilege Revoked for Remainder of Quarter with Re-Teaching Required Before New Card is Issued / Fourth Corner Removed

If lost, a new card will be given by the office for 20 Bear Bucks and one corner will be removed.