



Technology Acceptable Use Policy

Polaris K-12 School recognizes that in our increasingly technological world, technology can, and should, be used to enhance students' education. In an attempt to support the proper utilization of technology in our educational institution, we aim to guide students away from habitual recreational usage of cell phones, chromebooks, and other accessible technologies to better support their social, emotional, and academic development. Staff at Polaris K-12 will work to coach students on the appropriate use of technology and will strive to model responsible, prosocial behaviors. Together as a community of learners, the staff, students, and families of our collective community have a responsibility to uphold the standards of quality education. The Acceptable Use Policy, outlined below, demonstrates the responsibility that all members of our K-12 institution agree to uphold.

All Polaris Students will:

- Come into the school each day and into every class, technology-free and ready to engage, interact, and learn; **ALL devices and technology should be stored out of sight.**
- With teacher permission and guidance, students may use personal and/or school technology for educational purposes only.
 - By integrating technology into learning experiences, students can develop essential digital literacy skills and enhance their overall education. Appropriate use includes:
 - Research and information gathering
 - Collaboration and communication
 - Interactive learning
 - Personalized learning
 - Organization and productivity
 - Critical thinking and problem-solving
 - Creative expression
 - Documenting visual or photographic evidence of learning
- If given permission, all technology should remain clearly visible and silenced when in use;
- If technology is needed outside of what a teacher has directed and/or outside of the appropriate uses outlined above, it is the student's responsibility to make a clear agreement with the teacher in advance of using technology;
- Always obtain clear permission before recording or photographing any other students or staff;
- Utilize the designated lunch break for personal technology usage within ASD guidelines in a designated space for the use of personal technology;
- When asked about technology or device use, be able to explain the educational purpose and under what/whose direction it is being used.

To **facilitate accountability**, make this policy **clear and consistent** throughout the school, and to **make violations of the policy obvious and rare**, all Polaris K-12 students who choose to bring personal technology to school will be required to keep them stored in their backpacks, out of sight and silenced at all times until the end of the school day (8:10-3:00).

Exceptions will be made for students who use their personal devices as critical medical technology. Permission for these students will be granted and approved in advance by the administration of Polaris based on each student's documented medical needs.

When needed for educational purposes, teachers will allow students to access their personal devices for classroom use for the duration of the educational activity and as guided by the outlined expectations on the previous page.

Any cell phone or personal technology seen on school grounds between 8:10-3:00 without direct staff permission will be collected and taken to the office. Devices will be returned to parents at the end of the school day. Repeat offenses could result in additional consequences.

Policy Acknowledgement

I have read and understand Polaris K-12 School's Acceptable Technology Use Policy.

Student's Name (Please print)

Family Group/Advisory Teacher

Student's Signature

Date

Parent/Guardian's Signature

Date