Powell Middle School
Chromebook Expectations

Powell Middle School is now a 1:1 school, meaning that every student will be issued a device as a learning tool. This is made possible as part of the KCS Connect plan, due to Covid-19. Students will receive a Chromebook laptop to use during the school year for live and virtual classes. Before receiving a device, students and a parent/guardian must sign and return the KCS Technology Device Agreement. Though the laptop is the property of Knox County Schools, students are charged with the care of the device. Each device is assigned to an individual student, and the responsibility for the device rests solely with the student.

Expectations:

- The care of the district technology device is the student's responsibility. Students should not lend their device to another person.

- Students need to charge their technology device at home each day prior to coming to school.
- Failure to bring the district issued technology device (no personal home devices) or other class materials does not release a student from his/her classwork responsibilities.

- Each technology device has a unique serial number and asset tag. Students should not modify or remove the tag.

- It is the student's responsibility to back up projects and content. We use Google Drive, so students should store their work there.

- If a student's technology device is not working or is damaged, students should report the problem immediately to their teacher.

- If a student's technology device is lost or stolen, the student should report the loss immediately to the administration.

- Students should NEVER pick up the technology device by the lid. Students should close the technology device before it is picked up. Students should pick up the device from the base.

- When carrying the device from class to class, it is advised that the device be placed in a backpack, bag, or other carrying case. When using the backpack, it is recommended that the technology device always be placed in the backpack with the port-side facing up to keep pencil lead and other debris from jamming the ports.
    - **DO NOT:**
        - Give out personal information.
        - Use a credit card.
        - Share passwords.
        - Arrange a face-to-face meeting.
        - Open an e-mail if you don't know who sent it.
        - Click on banner ads or pop up ads on websites.
        - Leave the device unattended
        - Write on, draw on, or add stickers or labels directly to the technology device. No form of tampering will be permitted.
        - Download or install programs, apps, or Chrome extensions
        - Use another student's login or password.
        - Tamper with hardware.
        - Access chat rooms, instant messaging, social networking sites, hosting non-school approved web pages.
        - Download or transfer through an external drive.
        - Eat or drink around the Chromebook.

Parent Recommendations:

- Parents **should** set and enforce rules for Internet and phone use.
  - For example:
    - Set time limits for using the Internet, instant messaging, social networking, online gaming, etc.
- Parents **should** know the student's personal username and password.
- To check history:
  - Chrome→History→Show All History
  - If the history is empty, ask why!

- Parents should monitor all use of Chromebook outside of the school setting.

Technology Discipline:

Students who fail to use the device as intended for learning or to take proper care of it will be subject to consequences. Consequences may include (but are not limited to):
- A discipline referral
- Conference with student and/or parent
- Time restrictions on the device.
- Silent Lunch
- Teacher assigned seating
- Loss of device usage privileges.
- RLC or Suspension
- Any infraction that breaks a law will be subject to local or federal prosecution

Please note that accessing, creating, viewing, and sharing, all inappropriate material will have consequences. Materials that are unacceptable in a school setting are also unacceptable on the Chromebook. Examples of unacceptable materials would be pornographic, obscene, graphically violent, vulgar music, sounds, language, videos or other materials.

Virtual Students:

- Virtual students must login to Canvas or Microsoft meetings before the start of school (8:30am). Failure to login will result in a tardy or absence.
- Parent or guardian should monitor student's activities to make sure they are actively participating in their learning.

The technology device is the property of the Knox County Schools and may be collected and inspected at any time. Students have no right to privacy for any material on a district technology device. For further information about Chromebooks and procedures, please see Knox County Device Procedures and Expectations. This can be found on Powell Middle's website.