**Class Electronics Policy**

**Please initial beside each paragraph to indicate that you have read that paragraph.**

**Paying attention:**

-You are not allowed to use your devices during announcements, presentations, or discussions. Your device must be kept in your bookbag or placed face down on your desk.

-You are not allowed to wear earbuds or headphones during announcements, presentations, or discussions. BOTH earbuds must be removed during this time.

**Listening to music:**

 **-**You are only permitted to listen to music during work time.

 -This is a privilege, not a right, and this privilege can be revoked at any time for any reason.

 -You must use earbuds and your music cannot be audible outside of your earbuds.

 -You are expected to use good judgment when sharing earbuds/headphones. Always practice good sanitation before using someone else’s earbuds / headphones.

**Voice calls:**

-Unless explicitly stated, you are not allowed to make or accept voice calls during class time.

**Recordings, photos, and respecting privacy:**

-Unless explicitly stated, you are not allowed to photograph or record students or teachers OR their work. Recording someone without their permission is a violation of their privacy, and doing so can be considered a form of bullying.

**Testing:**

-Personal electronics are not allowed during testing. You will be expected to keep them turned off and put away for the duration of your test.

**Protecting yourself and your things:**

-Because of the danger of having your personal devices stolen, you will not be allowed to charge your personal devices in class.

-Practice good judgment with your personal devices. Take your devices with you when you leave the room. Do not leave them anywhere where others may see them and take them.

-Make sure that any personal devices you have are insured in the event of loss, theft, or damage.

**Your signature below indicates that you have read and you understand the entire electronics policy.**

**Signed: Date:**

**Printed name:**