Hayfield Pyramid Elementary Schools
Student Owned Electronic and Computing Devices Policy

Beginning January 7, 2013, Hayfield Elementary students will be permitted to bring a personally owned electronic and computing device to school to support instruction. The use of student owned devices is restricted to instructional activities under the direct supervision of a staff member. Students using privately owned electronic devices must follow the policy stated in Student Rights and Responsibilities and adhere to the FCPS Acceptable Use Policy while on school property, attending school-sponsored activities, or using the FCPS network.

Approved personally owned electronic and computing devices include: laptops, tablets, smartphones, and e-readers. Personal texting and phone calls are prohibited during school hours. Fairfax County Public Schools is not responsible for any device or data loss, theft, damage or other associated costs of replacement or repair incurred during the school day as a result of participation in this program. Fairfax County Public Schools is also not responsible for the maintenance or configuration of personally owned electronic and computing devices. Maintenance and charging are the responsibility of the student to be completed at home and not at school during instructional times.
**Student Use of Personally Owned Electronic and Computing Devices**

- All personally owned electronic devices must be pre-approved and registered with the school.
- Use of personal devices is restricted to the owner of the device. Devices are not allowed to be shared with other students.
- Students using personally owned devices will always connect to the FCPS Wi-Fi network via FCPS Mobile (not cellular service) for instructionally related activities.
- Pre-approved devices shall be used solely for **instructional purposes** in the classroom at the teacher’s discretion.
- Devices that do not have Wi-Fi capability may not be used for internet access.
- All devices are strictly prohibited in bathrooms, the cafeteria during lunch, and on the playground during recess.
- Additional prohibited areas may be determined by the teacher or school staff.
- Students shall be responsible for adhering to the technology use expectations (FCPS Acceptable Use Policy and local school policy) and their overall use of technology.
• It is a privilege for students to use their personally owned device at school and this privilege may be taken away if students act irresponsibly or violate school policy.

Procedure for Device Registration

1. The *Personally Owned Computing Devices Permission Form* is required for any student’s personally owned device brought into a school. The permission form may be found by clicking on the link above.

2. Student returns signed and completed form.

3. Each approved device will receive a small sticker indicating FCPS approval. These stickers cannot be removed and attached to a different device. No device should be powered on that does not have an FCPS approved sticker.

4. Registration of the device does not grant permission for the device to be used at school. The classroom teacher allows/disallows the use of these devices and they may only be used for instructional purposes.

See separate documents for additional information:

Frequently Asked Questions
How to Find a MAC Address on a Mobile Device
Personally Owned Device Permission & Registration Form