

Putnam County Schools
Digital Driver's License Permission Form

Parents/guardians who wish to allow their child in grades 3-5 to use a personally owned device (POD) at a school in Putnam County must complete the Digital Driver's License activities, read and sign this agreement and return it to the classroom teacher. In addition, the student must have a signed Acceptable Use Agreement form on file that allows the student's work to be published to the Internet.

1. Prior to seeking permission to bring an electronic device to school, the student and parent/guardian must complete the Digital Driver's License activities at home, as described in Policy 8.10 Network Access from Personally Owned Devices and/or Other Web-Enabled Devices.
2. Personally owned devices (PODs) brought to school must support the educational process through inputting text, taking photographs, recording audio or video, transmitting communication and/or accessing the Internet. PODs such as iPods, tablets (iPads, Nooks, Kindles, etc.), mobile computers (laptops and netbooks) and smartphones are acceptable. Personal devices designed primarily for entertainment, such as handheld gaming devices and cell phones without Internet capabilities, are not permitted.
3. The student takes full responsibility for his/her device. The student keeps the device with him/her during the day, except when instructed by a teacher or administrator to park the device in the Digital Parking Lot. The school is not responsible for the security of the device.
4. The student takes full responsibility for the operation and care of his/her device. Staff-provided assistance is limited to connecting to the PCS wireless network. The owner of the POD is responsible for any repair or maintenance costs. PCS assumes no financial responsibility for misuse, costs, damage or loss.
5. The school reserves the right to inspect a student's POD if a reasonable suspicion exists that the student has violated Board policies or procedures or school rules or has engaged in other misconduct with his/her POD.
6. Violations of Board policies or procedures or school rules may result in the loss of privilege to use personal devices and/or disciplinary action.
7. The classroom teacher will tell students when PODs may be used. Students must follow teachers' instructions to turn off devices.
8. The student may not use the POD to record, transmit or post photos or audio/video recordings of any person on school property or at school-sponsored events without the express permission of a teacher or administrator.
9. The student should only use their device to access files and websites that are relevant to the instruction in the classroom. Phone calls and texts are not permitted without prior approval from school staff.
10. The student will only use the school's secured wireless network. Use of personal wireless data connections is prohibited.

Complete and return to the homeroom teacher.

Student's name _____

Teacher _____

Parent's name _____

Care of My POD

- When I am traveling to and from school, my device will be kept in _____.
- When I am in the classroom, my device will be kept in _____.
- When I am not in the classroom, my device will be kept in _____.

My child and I completed the online Digital Driver's License lesson together.

I understand and will abide by the above policy and guidelines. I further understand that any violation of the above may result in the loss of network and/or device privileges as well as other disciplinary action.

Student's Signature

As a parent/guardian, I understand that my child will be responsible for abiding by the above policy and guidelines. I have read and discussed this policy with him/her. My child understands his/her responsibility in the use of his/her personal device.

Parent's Signature

Date