

USE OF ELECTRONIC NOTIFICATIONS

## Saint Elizabeth Ann Seton Catholic School Electronic Policy and Use of Electronic Notifications

Students are permitted to bring electronics to school and to keep them off and in their book bags. Electronics included in this policy are all types of cell phones, MP3 players (ipods), handheld video games, and portable DVD players. Students are not permitted to have electronics on their person during school hours. **Students are not permitted to wear Smart Watches, iWatches, etc.** School hours are 7:00 AM – 3:10 PM. Students may not use electronics while riding on the shuttle bus.

Students who are caught breaking the electronic policy for the first offense will have their electronic device taken away for one week, the second offense students will have their electronic device taken away for one month, on the third offense, the electronic device will be taken away until the end of the school year. Electronics that are taken away from students will be stored in a secure location in the school office. Saint Elizabeth Ann Seton Catholic School bears no responsibility for lost or stolen electronic devices. Inappropriate use of any electronic devices could result in disciplinary action to the student.

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Parent Signature (Required)

Cell Phone  
First Offense

Student Signature/Date

Second Offense

Third Offense

MP3 Player/any other electronic devise  
First Offense

Student Signature/Date

Second Offense

Third Offense

Please return this form by August 6<sup>th</sup> or 7<sup>th</sup>, 2018

**Turn over to read and sign Use of Electronic Notifications**

## USE OF ELECTRONIC NOTIFICATIONS

### Parents and Students,

Saint Elizabeth Ann Seton Catholic School uses the following notification services to communicate with parents, staff, and students.

1. Remind 101- This is an app used by educators that allows them to communicate with parents and students about information that occurs during and after the school day. This could include the following but not be limited to: field trips, homework, special projects, etc... This is an online tool in which a message is sent to the entire group/class. The teachers have this set up as a one-way function. This means that no replies are permitted. Because our students are under the age of 18 and in order for the students to use Remind 101, our parents must read and sign this agreement on their behalf. Teachers and/or school employees are not permitted to send individual messages to students. If this occurs, parents should notify the school administration. No use of the "chat" feature is permitted.

**Teachers monitor their groups, keep track of parent and student signatures, and verification of acknowledgement of agreement of policy.**

The Children's Online Privacy and Protection Act ("COPPA") requires that online service providers notify parents and obtain their consent before they knowingly collect personally identifiable information online from children who are under 13. **Remind 101 only collects personal information through the Services from a child under 13 where that student's school, district and/or teacher has agreed, via the terms described below, to obtain parental consent for that child to use the Services and disclose that personal information to Remind.** Except as expressly set forth below, Remind 101 does not knowingly collect or solicit personally identifiable information from a child under 13. For children under 13 Remind 101 may collect a child's name (first name and last initial), date of birth, email address or telephone number, and the child's parent's email address in order to notify the parent that Remind 101 may contact the child for the purpose of providing the Services for which the child's teacher. Our school has signed up to use Remind 101.

Remind 101 may collect personal information through the Services from a child under 13 but only in support of the learning environment. For Remind to collect this type of personal information, a student's school, district or teacher must agree to obtain parental consent for that child to use the Services. The student's school, district or teacher may disclose that personal information to Remind 101 for a legitimate educational interest. Saint Elizabeth Ann Seton Catholic School will comply with COPPA, meaning we must obtain consent from all parents or guardians whose children under 13 will be accessing the Services.

2. Flocknote- This is an app where the administration sends texts to staff and parents. This could include the following but not be limited to: weather related delays or cancellations, school or parish reminders, fundraising announcements, athletic announcements, etc... Administration has set up this communication tool as a **one-way function**. This means no replies are permitted. **Because some of our students are under the age of 13 and in order for the students to use Flocknote, our parents must read and sign this agreement on their behalf.** You can control all notifications sent to you from any Lists that you subscribe to within Flocknote. If at any time you would like to update those settings or completely unsubscribe (opt-out), simply click the link at the bottom of any such email you receive that says "Unsubscribe or Update Subscription Settings." From there, you can change/save new settings or click the Unsubscribe button to no longer receive emails from that particular list. Clicking Unsubscribe will completely remove you from that list.

**Teachers monitor their groups. The school's administration keeps track of parent and student signatures and verify the acknowledgement of agreement of policy.**

3. Canvas- Designed specifically for K-12 teachers and students, Canvas is an easy-to-use, cloud-based learning management system (LMS) that connects all the digital tools and resources teachers, students, and parents use into one simple place. Depending on the grade level, some teachers have a basic use for Canvas- calendar, classroom page, homework site. Middle school teachers are utilizing this LMS to download tests and quizzes, projects, etc... This tool can be a source of communication between the teacher, student, and parent; therefore, it is two-way communication. However, academic/curriculum communication and questions are only permitted. **Students and parents are not permitted to send personal emails to staff.** If a teacher feels that a student is communicating outside of the academic realm, the teacher will contact the parent. When a student enrolls in Canvas, so must the parent.

**Teachers monitor their groups. The school's administration keeps track of parent and student signatures and verify the of acknowledgement of agreement of policy.**

Signed on this \_\_\_\_\_ day of August, 2018.

Student Name

Grade

Parent Signature

Parent Name (Please print)