

GUIDELINES FOR USE OF DIGITAL DEVICES

CQC
(REGULATION)

PURPOSE

Eagle Mountain-Saginaw ISD has developed model health and safety guidelines for the Use of Digital Devices in Schools. [See CQC (REG) (EXHIBIT A)]

This guideline reflects the recommendations of Health and Human Services Commission in partnership with Texas Education Agency. The guidelines address the following:

- a. Digital device use for varying age ranges and developmental levels;
- b. The amount of time a student spends using digital devices in the classroom;
- c. Appropriate frequency for breaks from the use of digital devices;
- d. Physical positioning of digital devices in the classroom;
- e. The use of digital devices to complete homework assignments; and
- f. Recommended practices or software to block access to inappropriate content.

DISTRICT LEVEL
RESPONSIBILITY

The Chief Technology Officer or their designee shall:

- a. Periodically review and modify the Guidelines for Use of Digital Devices as necessary to ensure their relevance and effectiveness.
- b. Annually review and update the Responsible Use Policy for students and staff, ensuring alignment with the Guidelines for Use of Digital Devices.
- c. Establish and maintain procedures for ensuring staff and student accountability on an annual basis.

ACKNOWLEDGEMENT
& ACCOUNTABILITY

The responsible use of digital devices is detailed in the Responsible Use Policy for students and in a separate document for staff called the Guidelines for Use of Digital Devices. Acknowledgment of these documents is conducted through the following processes:

- a. Guardians and students shall acknowledge and sign the Responsible Use Policy during the annual enrollment process for both new and returning students to Eagle Mountain-Saginaw ISD. This is a prerequisite in order to receive a district issued device.
- b. Teachers are informed of the Guidelines for Use of Digital Devices during New Hire Level One Technology Proficiency training and the Required Annual Training.