

International American School Digital Learning Policy

Context

Recent advances in mobile technologies have brought educational opportunities to students while presenting difficult challenges in and outside of the classroom. The immediacy of information and communication in this respect is a double-edged sword, presenting educators with tools that can both supplement and disrupt the education process.

By “mobile technology” we mean any electronic device that can be carried on the person, as in a pocket, purse or bag, that has the means of storing or accessing information via the internet; i.e. mobile phones, smartwatches, tablets and laptops.

Aims

- To manage mobile technology use at IAS in a way that limits the negative behaviors associated with their use while accentuating their positive educational opportunities.
- To address the following two observed historical issues: 1) Misuse of mobile phones in classrooms; 2) Distractions/poor attention span caused by habitual use of mobile phones throughout the day.
- To provide a positive and engaging means of instruction through the growing field of digital learning.

Procedures, Dembego 12 (PreKG – Grade 4)

- Students who bring mobile phones to school must keep them stowed in their backpacks. These students are only allowed to use their phones for contact with home and must ask a teacher’s permission prior using. Otherwise, mobile phones are not to be seen or used in the building.

Procedures, Dembego 18 (Grades 5 – 12)

- Mobile phones are to be placed in classroom storage hangers at the beginning of 1st period, 8:45am. Mobile phones can alternatively be placed in student lockers.
- Mobile phones can be used only during morning registration, lesson breaks and lunch time; mobile phones cannot be used in the classroom unless the teacher has expressly approved their use as part of the lesson plan.
- Students in Grades 8 – 12 are asked to bring an approved Digital Learning Device to school for use in the classroom as part of the school’s digital learning initiative.

- Approved Digital Learning Devices are as follows: a well functioning laptop with minimum 4GB RAM or tablet with adjoining keyboard. Latest browsers must be installed.
- Students who require a translator in class must purchase an electronic translator or use a paper dictionary; mobile phones are discouraged for translation purposes.
- At the beginning of Physical Education lessons, mobile phones are collected by the PE teachers and left in the main office and returned once students arrive back to school.
- Outside of classrooms, students are to use their devices in a considerate, purposeful and safe manner. Using phones during breaks for gaming is widely discouraged but due difficulties in enforcement, is not currently regulated.

Digital Learning

Approved Digital Learning Devices present many opportunities for faculty and students to engage in interactive global classrooms. Some of the daily uses of the platform are as follows:

- Communication with subject teachers and classmates through the school's LMS, including Managebac and the Microsoft Office 365 suite
- Use of digital textbooks including Kognity Intelligent Textbooks
- Access to relevant teacher resource materials
- The production of extended research
- Delivery of in-school assessments
- Use of approved learning apps by subject teachers, including Kahoot!, eTwinning, and other subject-specific learning tools

Sanctions

- Mobile phones that are brought into the classroom without express consent of the teacher for purposes of a lesson plan may be confiscated by teachers. These devices are brought to the main office and may be picked up by the student at the end of the school day.
- Approved digital learning devices that are used beyond the direction of the teacher as part of the lesson plan and/or are causing disruption to the lesson may be confiscated by teachers. These devices are brought to the main office and may be picked up at the end of the school day.
- After the 3rd occasion of having one's mobile technology device confiscated, students will undergo a two month sanction in which the device will be checked in at the main office at 8:30am and picked up at the end of the school day. Further incidents will lead to a meeting with Administration to discuss further actions, including the loss of digital learning privileges.
- Any student found to be using an electronic device during an exam (with the exception of calculators in exams where these are permitted) will be considered as "cheating" and

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receive a Stage 4 CAD, followed by a meeting with Administration to discuss further actions.