

APPENDIX C– Parent/Guardian & Student Signature Pages

Dear Parent/Legal Guardian,

After reading this handbook, please respond by signing all appropriate spaces in each section.

Student's Name (PRINT) _____

Parent/Legal Guardian's Name (PRINT) _____

Advisement/Homeroom Teacher (PRINT) _____

(PLEASE SIGN IN EACH SPACE PROVIDED.)

HEALTH CARE RELEASE:

In the event a previously *undiagnosed* life threatening allergic reaction occurs, the school has partnered with District 02 Health Services to administer the lifesaving medication, Epinephrine. Designated school staff are trained to assess, call 911 and administer Epinephrine. When Epinephrine is administered, the student will be transported to the ER for evaluation and further treatment, if needed.

In the event of any emergency or accident involving the student and the parent/guardian cannot be reached, I give permission to school authorities to take appropriate emergency action, including calling 911, for transportation to a hospital. I also give permission to the hospital's emergency room staff to treat the student unless I am present and request otherwise. Fees for transportation and medical services will be the responsibility of the parent/guardian.

Parent/Legal Guardian Signature X _____ Date _____

HEALTH SCREENING

Your child's health is important to us. Throughout the school year state required screens will be offered to the students of Hall County Schools. ALL screens performed are private and confidential. Student privacy is protected. Results are made known only to parent/guardian. The screening tool used is the body mass index for age chart. This method calculates a child's weight to his/her height. Snellen wall chart and an audiometer are the tools used for vision and hearing screens. These are the same tools used by your child's healthcare provider.

Please check if you **DO NOT** want your child to be screened for the following:

_____ Height _____ Weight _____ Vision _____ Hearing _____

Parent/Legal Guardian Signature X _____ Date _____

PHOTO/VIDEO RELEASE:

It is the practice of the Hall County School System to recognize student achievement and accomplishments. I give permission for my student to be photographed, interviewed, have the name published and/or videoed for stories/articles promoting the school or the school system. These stories may appear in newspapers, television, and/or social media. I consent to the release of the photographs/videos to the media for school-related coverage.

Parent/Legal Guardian Signature X _____ Date _____

WEB PAGE:

It is the practice of the Hall County School System to recognize student achievement and accomplishments. I give permission for photographs and exemplary classroom projects to be posted on the school system's web page which can be accessed on the Internet at <http://www.hallco.org>. In posting a photograph or exemplary classroom projects of a student, the school system is careful not to associate a student's full name in such a way that it can be identified with the photograph of the student.

Parent/Legal Guardian Signature X _____ Date _____

Student's Name (PRINT) _____

SURVEYS:

In order for state and local agencies and the school system to evaluate programs and activities, surveys/needs assessments are conducted. These assessments may include the Georgia Student Health Survey and the Center for Disease Control (CDC) Youth Risk Behavior Survey. The survey/needs assessments are totally anonymous. I consent for my student to participate in any of these surveys/needs assessments.

Parent/Legal Guardian Signature X _____ Date _____

Student's Name (PRINT) _____

MOBILE COMPUTING DEVICE CHECKOUT AGREEMENT:

Each year, Hall County School District [HCSD] offers more learning resources to our students for access from home. The intent for loaning students a dedicated mobile device is to ensure they have every opportunity to access educational resources and appropriate digital content anytime and anywhere. The device is intended to be the student's personal learning device: a 21st century tool supporting the curricular activities enabling students to learn anytime/anywhere and shall not be used for any other purpose.

The use of the mobile computing device is a privilege. The user is responsible for what he/she does with his/her school assigned mobile computing device. The student must comply with HCSD's policy JCDA.

ISSUANCE OF DEVICES

Designated students enrolled in HCSD will be issued a mobile computing device at no cost and allowed to transport the device from school to home upon after the following conditions:

1. Parent/guardian and student may attend an orientation/meeting or complete online information course.
2. Parent/guardian and student must sign Student/Parent Mobile Computing Device Agreement
3. Parent/guardian and student must sign Acceptable Use Agreement (included in the Student agenda and provided annually to all students.)

PROCEDURE AND EXPECTATIONS

- The mobile computing device, an educational tool, is the property of HCSD. It may be inspected at any time. The student should have no expectation of privacy of any materials found on the mobile computing device. The device is not for commercial use.
- By signing the Student/Parent Mobile Computing Device Agreement, the student and Parent consent to the District reviewing the device, files, music, videos, emails or other related items with the device.
- HCSD will cooperate fully with local, state or federal officials in investigations of suspected illegal activities conducted through district owned devices.
- The device will be assigned in the same manner as a textbook. The device information and assigned student information will be recorded in the district's asset management system.
- The device remains with the student for the remainder of the school year, or period of time defined by the school, unless the student withdraws from school or the student loses the privilege of using the device.
- Students will be reassigned the same device each year while enrolled.
- At all times students are responsible for the devices, whether at home or school. The student assigned the device is responsible for all use and content on or accessed with the device.
- Students are responsible for bringing their device to school, taking them home each day and charging the battery each night. The devices must not be left unsupervised or unsecured.
- HCSD reserves the right at any time to demand return of the device. Students may be subject to loss of privilege, disciplinary action and/or legal action in the event of damage or violation of HCSD policies and guidelines as outlined in the Mobile Computing Device Checkout Agreement.
- If students do not adhere to HCSD's Acceptable Use Policy, all Hall County Board of Education policies and the guidelines in the Mobile Computing Device Checkout Agreement, the privilege to use the device at home may be restricted or eliminated.

1. If the student withdraws or transfer he/she must return the mobile computing device at the school where it was originally assigned. If the student enrolls in another school within the district, the device will remain at the original school. The principal or designee must be notified that the mobile computing device has been turned in for assessment of the condition of the device.
2. All applicable peripherals, including, but not limited to, cases, cords, headphones, etc. must be returned before withdrawing from the school.

Parent/Student Financial Responsibility for Repairs

Students/Parents are responsible for any cost involved in the repairing of damaged mobile computing devices. If a device is damaged and is not covered under warranty, fees must be paid before the device can be sent for repair or replacement or a new/temporary device is issued. If there are repeated incidents of damage in a single school year due to negligence, the repair fee increases according to the schedule below.

Incident description	Fee
Device usage/loan fee	\$0
First damage incident not covered under warranty or due to negligence	\$50
Second damage incident not covered under warranty or due to negligence	\$100
Third damage incident not covered under warranty or due to negligence	Actual cost of repair or replacement cost of the mobile computing device
Intentional damage	Actual cost of repair or replacement cost of the mobile computing device and possible loss of use privilege
Loss or damage to protective shell if one is provided by HCSD	\$25
Intentional damage to identifying information label on the mobile computing device	\$10
Mobile computing device re-image fee due to intentional alteration/addition of applications or detrimental files	\$20
Loss or theft of mobile computing device	Police report MUST be immediately filed and a copy of the police report must be provided to the school within 2 school days of alleged theft. Otherwise restitution to the district for the full replacement cost of the device.
Replacement cost of power cord and/or power brick	\$40

Damage not covered under warranty repairs include, but is not limited to cracked screens, impact/pressure damage, water damage and damage as a result of negligence as determined by the school. Damage and negligence includes, but is not limited to:

1. Intentional damage
2. Leaving a device unattended
3. Leaving a device unsecured
4. Exposing a device to unacceptable conditions such as exposure to any liquid or moisture of any kind
5. Exposing a device to unacceptable conditions such as rain, extreme heat or cold

HCSD may establish payment plans to clear late fees if financial hardship can be proven. All fees must be paid prior to the beginning of the subsequent school year. The fee schedule is based on the type of device provided and is subject to change in subsequent years.

Technical Support and Repairs

1. In the event the device needs repair, it must be reported to the local school designee. The student will make the designee aware of the issue, and the designee will enter the request into the technology work order system.
2. All repairs will be performed or coordinated by HCSD's Technology Department.
3. Parents, guardians, students or designees are not allowed to attempt repairs themselves or contract with any other individual or business to repair any school owned computer equipment.

LOSS OR THEFT

Upon notice of loss or theft, the assigned student and/or their parent/guardian must immediately file an official police report with either Hall County Sheriff's Office or the police department within the jurisdiction of where the theft took place. Incidents of loss or theft occurring off campus must be reported to the police the day of the loss or theft occurs or when the loss or theft is first discovered. Copies of the police report must be given to the principal or designee the next day that school is in session. Students who fail to report the loss or theft are responsible for the full replacement cost of the device. Any loss or theft occurring on school grounds must be immediately reported to an administrator.

If there is no clear evidence of theft or if the device has been lost due to a student's negligence, the student will be responsible for the device's full replacement cost.

INTERNET ACCESS AND FILTERING

Although the device is provided for use within the district, HCSD assumes no additional liability for any material accessed on the device. The Hall County School District complies with all State and Federal laws regarding internet usage and filters. For purposes of those laws, a student is only considered at school when the student is physically present and properly logged into the HCSD intranet. When students are at school, they access the Internet through a content filter that applies child Internet safety policies to student mobile computing devices. This means that students are restricted from accessing websites that may have inappropriate content when they are at school. Parents are responsible for internet filtering and monitoring while off school campus. Parents should note that free public Wi-Fi networks like those found at Starbucks or similar stores offering free Wi-Fi may not have a content filter. The HCSD is not responsible for content students may access on any networks outside of school.

The device should be used at home in locations that can be easily monitored and supervised by a parent or guardian. Unsupervised use is strongly discouraged; use in child's bedroom is highly discouraged.

PARTICIPATION IN CLUBS AND ORGANIZATIONS:

Please indicate below if you do NOT want your student to participate in a club or organization found in Appendix A of this handbook.

I do not give permission for my student to participate in the following club(s) or organization(s) during the 2017-2018 school year: _____

Parent/Legal Guardian Signature X_____ Date_____

CHANGE OF ADDRESS:

Complete *HCSD Change of Address Form* within 5 days of moving to a new address and follow the appropriate procedure below:

I. New residency address is within current school's attendance zone:

- Take the Change of Address form to your school along with two valid proofs of residency

II. New residency address is in another Hall County school's attendance zone and student is transferring to new school:

- Complete withdrawal paperwork from student's current school
- Take the completed address change form, two valid proofs of residency, and withdrawal documentation to your new school

III. New residency address is in another Hall County school's attendance zone and student wishes to remain in current school:

- Take the completed address change form and two valid proofs of residency to your current school
- Complete HB 251 In-District Transfer Application and submit to Joy Morris at HCSD district office
- If In-District transfer is approved, student will remain enrolled at current school

IV. New residency address is outside of the Hall County School District and student is transferring to new school district:

- Complete withdrawal paperwork at current school within 5 days of move
- Contact new school district for enrollment procedures

V. New residency address is outside of the Hall County School District and student wishes to remain in current school:

- Take the completed address change form and two valid proofs of residency to your current school within 5 days of move
- Complete Out-of-District (Tuition) Application and submit to Joy Morris at HCSD district office within 5 days of move
- If Out-of-District Application is approved, student will pay tuition and remain enrolled at current school

Student Signature X_____ Date_____

Parent/Legal Guardian Signature X_____ Date_____

STUDENT HANDBOOK:

I have reviewed this student handbook and the Hall County Code of Conduct and Discipline Procedures. I am aware of school rules and regulations. I agree to assume responsibility for the care and return of the all classroom textbooks, library books and other instructional materials issued to me. I will not write in, tear, cut, deface, or permit the books to become wet. I understand that if I damage the book(s) beyond normal wear, I will be assessed a fee for the damages. If I should lose a book, I agree to pay for it.

Student Signature X_____ Date_____

Parent/Legal Guardian Signature X_____ Date_____

(This signed form will be retained annually in each student's file.)