

Student Information File Sheet

Return THIS SHEET to your English teacher to keep on file.

Name of Student (please print): _____

Syllabus: You can read a copy of the syllabus (with all the information below) from the department website:

<https://www.sandiegounified.org/schools/la-jolla/english>

I have read and understood all parts of the syllabus for my English class (check each section):

- ___ 1. Course Rationale
- ___ 2. Course Description
- ___ 3. Student Expectations for Success
- ___ 4. Pacing Guide
- ___ 5. Homework Requirements
- ___ 6. Grading
- ___ 7. Student Support Plan
- ___ 8. My Teacher's Extra Class Rules/Expectations, etc. which may be a separate handout or link

I have read/understood the requirements/descriptions for my student's/my English class.

Signature of Parent/Guardian: _____

Signature of Student: _____

CONTACT INFORMATION Please provide the following information:

Parent/Guardian Phone Number: (_____) _____ Best time to call is: _____

The name of the adult who answers the above phone number: _____

Does this adult speak English? yes no If no, which language does he/she speak? _____

His/her relationship to the student: parent, or _____

Parents' E-Mail Address (if you have one) (please print clearly!):

Student's E-Mail Address (if you have one) (please print clearly!):

PERSONAL INFORMATION

Who was your English teacher last year? _____ here; or at _____

Where did you go to elementary school? _____ middle school? _____

What is your primary language (i.e. in which language did you learn to say your first words)? _____

Is there anything else you would like me to know? _____

Student Computer/Device Use Agreement

Teacher Name _____ Rm# _____

Please keep in mind that using the **Netbook, iPad, ChromeBook** or whatever device is assigned to you to use in a district classroom is a privilege, not a right.

Expectations:

- I will use my student computer/device for school work ONLY.
- Although the district has an Internet safety plan in place, I am expected to notify my teacher whenever I come across information or messages that are inappropriate, dangerous, threatening, or make me feel uncomfortable.
- If I have identified or know about a security problem I am expected to convey the details to my teacher without discussing it with other students.

General Use:

- I understand if I misuse my student computer/device, I will lose access to it for a period of time as determined by my teacher. Not having access to a student computer/device does not excuse me from completing my assignments or projects
- I must report any problems immediately to my teacher.
- I must stay on task and follow directions.
- I may be without a student computer/device while it is being repaired.
- Mute the sound or ask permission from the teacher to use my own headphones/ear buds.
- I need to ask permission before printing.
- I will not use or stream movies, games, and online game sites during the school day unless granted permission by my teacher.
- I will use verbal instructions rather than touching another student's computer/device.
- At the end of the working period I need to:
 - o Log out and/or shut down the student computer/device properly.
 - o Return it to the cart.

Unauthorized Access:

- Access to another person's account or computer/device without his/her consent or knowledge is considered hacking and is prohibited at all times.
- Do not share usernames or passwords with other students.
- Do not use the computer/device to download or make unauthorized copies of software or files including music, video & sound files.
- Do not delete any folders or files unless your teacher tells you to.

Computer Care:

- There will be no stickers, ink, or any decorative items added to my assigned student computer/device.
- Handle the equipment **carefully** and follow all rules. (**Vandalism** is not tolerated.)
- Never leave the student computer/device unattended.
- Keep all food, drinks, pencils, pens, etc. away from the student computer/device.
- Place the student computer/device on a flat surface when using it (no stacking).
- Carry one the computer/device at a time with two hands.
- I understand that my family and I may be held financially liable to repair or replace the student computer/device at its current value (not to exceed \$480) if I have been involved in negligence or abuse.

Student Name: _____ Date: _____

Student Signature: _____ Parent Signature _____