

**Joe Alford**  
Chief Technology Officer

Dear students and families,

Please allow me to welcome you to the start of the 2019-2020 school year! The administration, faculty, and staff are looking forward to an outstanding school year and we know it will be the best one yet! Below you will find some important information that we would like you to review and consider:

Please review the **Acceptable Use Policy** with the idea that any and all on-line communication – and “communication” here is interpreted as *behavior* – will be considered public, not private, and must observe the same standards as in-person behavior and communication. *We are focusing on character and behavior, not medium or ownership, in our thinking on acceptable use; as soon as one shares or hits “send,” regardless of intention, one has made their expression and behavior public and are therefore subject to our expectations and rules.*

- 1) ***Middlesex as a BYOD (Bring Your Own Device) school.*** Students can and do make substantial use of our on-line Moodle and Google Apps for Education platforms for everything from checking their assignments to sign-outs. And many of our students use their personal digital devices to organize schedules and obligations in meaningful and very productive ways. Personal computers, particularly laptops and tablets, are the norm; we supply iPads for use in math, science, and language classes where appropriate.
- 2) ***Using your “Mobile Device” while being “Mobile”.*** At Middlesex we expect students (and faculty and staff) to treat their mobile devices with care and responsibility, and reserve phone and texting time to private time that is not during the academic day (8am-3pm). The guideline as stated in the Handbook asks all members of our community to adopt the rules of the road and “pull over” for texting, browsing, or phone conversations.
- 3) ***Except for emergencies, parents should refrain from calling or texting students on cell phones during the school day and during evening study hours.*** Our daily schedule shifts frequently, and it would be best to allow your student to call you or to call at the end of the day (5:30-7:15pm) or in the evening after study hours end at 9:30pm.
- 4) ***Families should carefully consider whether students should bring onto campus wireless internet devices that enable them to thwart our internet curfews.*** Please do not send “hot spots” to improve gaming speed or capacity, and please strongly consider the benefits for students of devices that operate via the Middlesex wireless system rather than via 4G or 5G service. **Please help us help your child manage their time and technology wisely.**
- 5) Finally – we do ask students to check their email at least daily, and we will spend time during orientation with new students to set them up and help them acclimate. Email and personal conversation are our modes of communication; ***faculty and staff members are asked not to be Social Media friends or followers, or to text with current students or parents.***

With thanks,



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