

Campbell-Savona Junior-Senior High School “Bring Your Own Device” (B.Y.O.D.) Pilot Program Policies and Guidelines

Responsible Use Guidelines

Purpose: Campbell-Savona Junior-Senior High School uses instructional technology as one way of enhancing our mission to teach the skills, knowledge and behaviors students will need as responsible citizens in the global community. Students learn collaboration, communication, creativity and critical thinking in a variety of ways throughout the school day. In an effort to increase access to those 21st Century skills, CSJSHS plans to experiment with allowing personal devices on our network and school grounds for students who follow the responsibilities stated in the Acceptable Use Policy and the attached guidelines regarding B.Y.O.D. Campbell-Savona Junior-Senior High School strives to provide appropriate and adequate technology to support instructional purposes. The use of personal devices by students is optional, and students who do not participate in B.Y.O.D. will not be penalized and alternate modes of participation will be available. An important component of B.Y.O.D will be education about appropriate online behaviors throughout the course of the school year and will offer reminders and reinforcement about safe online behaviors. In addition to the rules outlined in these guidelines, students will be expected to comply with all class and school rules while using personal devices. The use of technology is not a necessity but a privilege. When abused, privileges will be taken away.

Device Types: For the purpose of this program, the word “devices” will include laptops, netbooks, smart phones, iPods, iPads, tablets, and eReaders. All devices must be approved by parents. Please note that Nintendo DS (and/or other gaming devices with internet access) is not permissible at this time.

Guidelines: Failure to comply with any of these guidelines can result in the device being taken away and/or restricted from use in the classroom in the future.

- Students and parents/guardians participating in B.Y.O.D. must adhere to the Student Code of Conduct, Student Handbook, Acceptable Use Policy and all Board Policies, particularly Internet Acceptable Use.
- Each teacher has the discretion to allow and regulate the use of personal devices in the classroom and on specific projects.
- Approved devices must be in silent mode while on school campus unless otherwise allowed by a teacher. Headphones may be used with teacher permission.
- Devices may not be used to cheat on assignments, quizzes, or tests or for non-instructional purposes (such as making personal phone calls and text messaging).
- Students may not use devices to record, transmit, or post photographic images or video of a person or persons on campus during school hours or during school activities, unless otherwise allowed by a teacher.
- Students must use the school wireless network while on school grounds
- Smartphones will only be allowed in the classroom of the teachers who are participating in this pilot program and smartphones are not to be used as phones or for texting
- Devices may only be used to access computer files on internet sites which are relevant to the classroom curriculum.

Students and Parents/Guardians acknowledge that:

- The school's network filters will be applied to a device's connection to the internet and any attempt to bypass the network filters is prohibited.
- Campbell-Savona Junior-Senior High School is authorized to collect and examine any device that is suspected of causing technology problems or was the source of an attack or virus infection including, but not limited to:
 - Bringing a device on premises that infects the network with a virus, Trojan, or program designed to damage, alter, destroy, or provide access to unauthorized data or information.
 - Processing or accessing information on school property related to "hacking."
Altering or bypassing network security policies.
- Students and parents should be aware that devices are subject to search by school administrators if the device is suspected of a violation of the student code of conduct. If the device is locked or password protected, the student will be required to unlock the device at the request of a school administrator.
- Printing from personal devices may not be possible at school.
- Personal devices must be charged prior to school and run on battery power while at school. Charging of devices will not be permitted at CSCS.
- Personal devices must be registered with the technology department and will be connected to the wireless at that time. Signature of technology representative required below.

Lost, Stolen, or Damaged Devices: Each user is responsible for his/her own device and should use it responsibly and appropriately. Campbell-Savona High School takes no responsibility for stolen, lost, or damaged devices, including lost or corrupted data on those devices. While school employees will help students identify how to keep personal devices secure, students will have the final responsibility for securing their personal devices. Please check with your homeowner's policy regarding coverage of personal electronic devices, as many insurance policies can cover loss or damage.

Usage Charges: Campbell-Savona Junior-Senior High School is not responsible for any possible device charges to your account that might be incurred during approved school-related use.

Network Considerations: Users are required to be connected to the school wireless network while using devices during school hours. All users will use the wireless network to access the internet. CSJSHS does not guarantee connectivity or the quality of the connection with personal devices. Campbell-Savona CSD Technology department is not responsible for maintaining or troubleshooting student tech devices.

In order to participate in the Campbell-Savona Junior-Senior High School “Bring Your Own Device” Pilot Program, you must fill out and sign this paper.

Student Name _____

I understand and will abide by the Campbell-Savona Junior-Senior High School “Bring Your Own Device” (B.Y.O.D.) Pilot Program Policies and Guidelines. I further understand that any violation is unethical and may result in the loss of my network and/or device privileges as well as other disciplinary action. During the course of the school year, additional rules regarding the use of personal devices may be added.

My child has permission to bring in the following devices. Parent, please put your initials on the line next to all devices that your child has permission to use in school:

_____ Smart Phone _____ Tablet _____ Laptop
_____ Ereader _____ iPod _____ Other _____

Signature of Student Date

Signature of Parent/Guardian Date

Do not write below this line – Information will be recorded by the technology department, thank you.

Device Name: _____
Serial Number: _____
Mac Address: _____
Has been registered with the technology department on: _____
Signature of technology representative: _____

