

SALEM SCHOOL DISTRICT
Salem, Connecticut

INSTRUCTION

BRING YOUR OWN DEVICE (BYOD) AND PROTOCOL FOR THE USE OF TECHNOLOGY IN THE SCHOOLS

As new technologies continue to change the world in which we live, they also provide many new and positive educational benefits for classroom instruction. To prepare students as 21st century thinkers and learners, students in the Salem School District are now allowed to bring their own technology to school with teacher approval.

The Board of Education is committed to aiding students and staff in creating a 21st century learning environment. Therefore students and staff will be permitted to access the District's wireless network with their personal devices during the school day. With teacher approval, students may use their own devices to access the Internet and collaborate with other students.

Definition of "Device"

A "device" as part of this protocol is a piece of privately owned and/or portable electronic handheld technology that includes emerging mobile communication systems and smart technologies, laptops and netbooks, and any technology that can be used for wireless internet access, word processing, image capture/recording, sound recording and information transmitting, receiving, and storing.

For purposes of Bring Your Own Device (BYOD) a "device" means a privately owned wireless and/or portable electronic hand held equipment that includes, but is not limited to, existing and emerging mobile communication systems and smart technologies, portable internet devices, Personal Digital Assistants (PDAs), or portable information technology systems that can be used for word processing, wireless internet access, image capture/recording, sound recording and information transmitting/receiving/storing.

Internet

The only internet gateway that may be accessed while in the District Public Schools is the one provided by the District. Any device brought to the District will not be permitted to use outside internet sources.

Personal internet connective devices, such as but not limited to cell phones/cell network adapters, are not permitted to be used to access outside internet sources at any time.

Software

Many software packages are now available as web browser applications. This negates the need to have required programs loaded onto student computers. Students can access what they will need through any web browser. Therefore, there is no required software necessary to take part in the Bring Your Own Device program.

Security and Damages

Responsibility to keep the device secure rests with the individual owner. Salem School District is not liable for any device stolen or damaged on campus. If a device is stolen or damaged, it will be handled through the administrative office as other personal items that are stolen or damaged. It is recommended that acceptable cases/skins be used to identify physically a student's device from others. It is recommended that the device ID is recorded and kept at home. Additionally, protective cases for technology are encouraged.

Bring Your Own Device Student and Parent Agreement

The use of technology to provide educational material is not a necessity but a privilege. A student does not have the right to use his/her electronic device while at school. When abused, privileges will be taken away.

Students and parents/guardians participating in the Bring Your Own Device program must adhere to the Student Code of Conduct, as well as all applicable Board policies, particularly the Use of Technology policy.

The use of these devices, as with any personally owned device, is strictly up to the teacher.

(cf. 5114 – Removal/Suspension/Expulsion)
(cf. 5131.81 – Electronic Devices)
(cf. 5131.2 – Bullying)
(cf. 5131 – Student Conduct)
(cf. 6141.321 – Use of Technology)
(cf. 6141.323 – Internet Acceptable Use: Filtering)

Legal Reference: Connecticut General Statutes:10-221 Boards of Education to prescribe rules.

Policy 1st Reading: January 7, 2013

Policy Adopted: January 22, 2013

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Bring Your Own Device Student Agreement

The use of privately owned technology at school is a privilege. Students and parents who bring their own device to Salem School must adhere to the Student Code of Conduct as well as all Board of Education policies, particularly the Internet Acceptable Use and Use of Technology. Devices are to be used for instructional purposes connected to the approved curriculum.

Additionally students must acknowledge and adhere to the following:

1. Only the school's internet will be accessed. Attempts will not be made to bypass the local connection.
2. The District's network filters will be applied to one's connection to the Internet and attempts will not be made to bypass them.
3. Only authorized data can be accessed. Infecting the network with a virus, Trojan, or program designed to damage, alter or destroy the network and hacking, altering or bypassing the security policies are not allowed.
4. The District has the right to collect and examine any device that is suspected of causing problems or was the source of an attack or virus infection.
5. All data must be stored on the student's hard drive. Backing up the data through a jump drive, an external drive or another media device regularly is strongly encouraged.
6. Printing from personal laptops or devices will not be possible.
7. As we do not have enough outlets for students to charge their devices in classrooms, each student must charge his/her own device prior to bringing it to school.
8. Using a personal device to transmit or share inappropriate content including bullying or sexual nature during the school day will result in the loss of BYOD privileges. Additional consequences may be applied depending upon the circumstances.
9. Using a personal device at unauthorized times will result in the loss of BYOD privileges. Use of these devices in the cafeteria, gymnasium, locker rooms, hallways and bathrooms is strictly prohibited. The purpose of BYOD is purely for the extension and enrichment of the learning environment.
10. Devices cannot be used during assessments, unless otherwise directed by a teacher.

11. Students must immediately comply with teachers' requests to shut down devices or close the screen. Devices must be in silent mode and put away when directed by staff members.
12. Students are not permitted to transmit or post photographic images/videos of any person on campus on public and/or social networking sites.
13. Students can only access files on the computer or Internet sites which are relevant to the classroom curriculum and suggested by a teacher.
14. Students are not to physically share their personal devices with other students.

As a student, I understand and will abide by all terms of this agreement. I further understand that any violation is unethical and may result in the loss of my device privileges and possible disciplinary action.

As a parent, I understand that my child will be responsible for abiding by the policy pertaining to this program and its guidelines. I have read and discussed this agreement with my child and he/she understands the responsibility that he/she has in the use of their personal device.

Signature of Student

Signature of Parent

Printed Name

Printed Name

Date: _____

Date: _____