

BYOD at St. Peter School

Bring Your Own Device Policy

Parents and Students,

St. Peter School has adopted a **Bring Your Own Device (BYOD)** policy (the full policy is included with this correspondence). This policy will allow students to bring many of their own technology devices to school for use in our classrooms. We will now be incorporating the use of such items as laptops, iPads, tablets and netbooks with browsing capabilities for **educational purposes only**. Similar to other personally owned items, St. Peter School is not liable for the loss, damage, misuse, or theft of personally owned devices brought to school.

This notification is to inform and guide you through this new opportunity. Please note that students are never required to bring in outside technology to school. All students will continue to be able to utilize our school equipment as available. No student will be left out of the instructional process.

Expectations:

1. Students will only use appropriate technology at teachers' discretions.
2. Students will only use appropriate educational applications on their device (i.e. not games and/or non-school related tasks and functions).
3. Students are not to text message, email, or electronically communicate with others from their personal device, including other students, parents, guardians, friends, and family during the school day.
4. Students are permitted to access only the school's network through personal devices, not private networks. Students may not use 3G or 4G at school. More information will be provided to students for accessing the available network.

**Please refer to the attached policy for full details of expectations and infractions.*

Reinforcement:

Students utilizing this opportunity to its fullest capacity within school expectations will find numerous benefits to instruction, resources, completion of assignments and personal organization.

Students not following expectations for use of personal devices will face school disciplinary measures and lose the privilege to utilize personal devices in school for a period of time commensurate with the infraction.

We look forward to the educational opportunities that BYOD will bring to our students and staff and understand that there will be some challenges with full implementation of the policy along the way. Your suggestions and feedback are always welcome. Thank you for your understanding and reinforcement of the initial procedures and expectations for this initiative.

ACCEPTABLE STUDENT USE OF PERSONALLY OWNED DEVICES

St. Peter School adopts this policy in order to maintain a safe and secure environment for students and employees. St. Peter School reserves the right to edit/revise this policy at any time. Whenever this policy is edited/revise written notification of the change(s) will be given to the parents.

A personally owned device shall include all existing and emerging technology devices that can take photographs; record audio or video; input text; upload and download media; and transmit or receive messages or images. Examples of a personally owned device shall include but is not limited to: MP3 players and iPods; iPads, Nooks, Kindle, and other tablet PCs; laptop and netbook computers; personal digital assistants (PDAs), as well as any device with similar capabilities.

Educational purposes include classroom activities, career development, and communication with experts, homework, and limited high quality self-discovery activities. Students are expected to act responsibly and thoughtfully when using technology resources. Students bear the burden of responsibility to inquire with school administrators and/or teachers when they are unsure of the permissibility of a particular use of technology prior to engaging in the use.

Inappropriate communication includes, but is not limited to, the following: obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language or images typed, posted, or spoken by students; information that could cause damage to an individual or the school community or create the danger of disruption of the academic environment; personal attacks, including prejudicial or discriminatory attacks; harassment (persistently acting in a manner that distresses or annoys another person) or stalking of others; knowingly or recklessly posting false or defamatory information about a person or organization; and communication that promotes the destruction of property, including the acquisition or creation of weapons or other destructive devices. If a student is told to stop sending communications, that student must cease the activity immediately.

Examples of an unacceptable device in this policy shall include but is not limited to gaming devices or consoles, laser pointers, modems or routers, and televisions.

Personally owned devices are permitted for use during the school day for educational purposes and/or in approved locations only.

St. Peter School shall not be liable for the loss, damage, misuse, and/or theft of any personally owned device brought to School.

The school reserves the right to monitor, inspect, copy, and review a personally owned device or file when administration has a reasonable suspicion that a violation has occurred.

Students may not utilize any technology to harass, threaten, demean, humiliate, intimidate, embarrass, or annoy their classmates or others in their community. This is unacceptable student behavior known as cyber bullying and will not be tolerated. Any cyber bullying that is determined to disrupt the safety and/or well being of the school is subject to disciplinary action.

All students shall review this policy and associated technology guidelines before students utilize any school and/or personally owned devices. St. Peter School reserves the right to restrict student use of school owned technologies and personally owned devices on school property or at school-sponsored events.

Students must be aware of appropriateness of communications when using school or personally owned devices. Inappropriate communication is prohibited in any public messages, private messages, and material posted online by students. Students may not post photos or videos of students and/or faculty/staff on any social media website.

St. Peter School expressly prohibits use of personally owned devices in the restroom, cafeteria, hallways, playground, gym, school bus and nurse's office.

Students are not permitted to use any electronic device to record audio or video media or take pictures of any student or staff member without their permission. The distribution of any unauthorized media may result in discipline including but not limited to suspension, criminal charges, and expulsion.

Personally owned devices used in school are not permitted to connect to the Internet through a 3G, 4G, or other content service providers. Personally owned devices must access the internet via the school's content filtered wireless network.

Personal devices may not be used if the teacher is absent and a non-faculty member is the substitute teacher.

**PERMISSION FORM
2016-2017**

Any parent who wishes that their child use a personally owned electronic device within St. Peter School must read and sign this agreement and submit to the classroom teacher.

1. The student takes full responsibility for his or her device and keeps it with himself or herself at all times. The school is not responsible for the security of the device.
2. The student is responsible for the proper care of their personal device, including any costs of repair, replacement or any modifications needed to use the device at school.
3. The school reserves the right to inspect a student's personal device if there is reason to believe that the student has violated school policies, administrative procedures, school rules or has engaged in other misconduct while using their personal device.
4. Violations of any school policies, administrative procedures or school rules involving a student's personally owned device may result in the loss of use of the device in school and/or disciplinary action including detention, suspension and expulsion. If the violation requires notification to the authorities such notification will be made.
5. The student must comply with teachers' request to shut down the computer/device or close the screen.
6. The student may not use the devices to record, transmit or post photos or video of a person or persons on campus. Nor can any images or video recorded at school be transmitted or posted at any time without the express permission of a teacher. The camera may be disabled during the school week.
7. The student should only use their device to access relevant files. They may not use the device to cheat on assignments or tests.
8. The student will use the school's secured wireless network. **Use of 3G & 4G wireless connections is not allowed.**

Please sign and return this form. A copy of the signed form will be given to your child for your records.

Student's name _____ Homeroom Teacher _____

Parent's name _____

I understand and will abide by the above policy and guidelines. I further understand that any violation of the above may result in the loss of network and/or device privileges as well as other disciplinary action.

As a parent I understand that my child will be responsible for abiding by the above policy and guidelines. I have read and discussed them with her/him and they understand the responsibility they have in the use of their personal device.

Parent's Signature

Date

Student's Signature

Date