



## **Personal Electronic Devices in School Bring Your Own Device (BYOD) to School Guidelines**

*All terms and conditions for the use of technology resources in the Washington Township School District are to be followed as per the student and parent/guardian BYOD contract agreement.*

*Please review the guidelines/policy, complete page 3, and return that page if you would like your child to have access to their devices in school. Personally Owned Technology Devices –BYOD Guidelines:*

A personally owned device shall include all existing and emerging technology devices such as a personally owned device shall include but is not limited to: MP3 players and iPods; iPads, Nooks, Kindle, and other tablet PCs; personal digital assistants (PDAs), cell phones, smart watches, and smart phones such as Black- Berry, iPhone, or Droid, as well as any device with similar capabilities.

Personally owned devices brought to school are to be used for educational purposes only. Educational purposes include classroom activities, career development, and communication with experts, home- work, 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.

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

The District shall not be liable for the loss, damage, misuse, theft of any personally owned device brought to School. It is my child's responsibility to keep the device free from damage and loss.

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 District's content filtered wireless network.

The District's Technology Department will record the child's homeroom, type of device, and serial number of device.

Once recorded, the Technology Department will provide Wi-Fi access to the student's device.

The District reserves the right to inspect a student's personal device if there is reason to believe that the student has violated Board policies, administrative procedures, school rules or has engaged in other misconduct while using their personal device.

Please review Policy 2363 below for additional guidance regarding personal devices used in school.

If you approve of your child bringing their device to school please complete the agreement form found be- low (page 3) and return that page to your child's teacher.





## Washington Township School District Board Policy # 2363 Pupil Use of Privately Owned Technology

The Board of Education recognizes technology is always changing and as a result of increased accessibility to technology, many pupils possess technology devices for their use during non-school hours. These privately-owned devices may be beneficial to pupils during school hours for approved educational purposes. Therefore, the Board of Education will allow pupils to use their privately-owned technology devices under conditions outlined in this Policy.

For the purpose of this Policy, “technology” means hardware or software.

For the purpose of this Policy, “privately-owned” means technology hardware and software that is purchased, owned, and maintained by the pupil at no expense to the school or school district.

For the purpose of this Policy, “hardware” means any device that can store, access, retrieve, and/or communicate data or information. “Hardware” may include, but is not limited to, any type of computer device; MP3 players and iPods; iPads, Nooks, Kindle, and other tablet PCs; personal digital assistants (PDAs), cell and smart phones such as BlackBerry, iPhone, or Droid, as well as any device with similar capabilities.

For the purpose of this Policy, “software” means any computer program(s) or related data that provide instruction for telling a computer or other hardware device what to do and how to do it.

The use of privately-owned technology by a pupil in the educational program during the school day must be approved by the pupil’s parent or legal guardian. The teaching staff member may also prohibit the use of privately-owned technology for an assignment(s).

Teaching staff members shall notify Principal and Technology Coordinator that pupils will be using privately-owned technology during instructional time.

A pupil granted such permission must comply with school district policies and regulations regarding acceptable use of computers and technology. Any use of privately-owned technology by a pupil shall be in strict accordance with the teaching staff member’s specific approval(s) and Board policies and regulations. Any violation will subject the pupil to appropriate discipline and/or grading consequences.

Personally owned devices brought to school are to be used for educational purposes only. 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.

In order to protect the privacy of all students in the district, the use of photography using personally owned devices is prohibited. Further, personally owned devices used in school are **not permitted** to connect to the Internet through a 3G, 4G, or other content service providers. Each personally owned device will be connected to the district’s internet service through a Wi Fi connection which maintains content filtering.

The District reserves the right to inspect a student’s personal device if there is reason to believe that the student has violated Board policies, administrative procedures, school rules or has engaged in other misconduct while using their personal device.

The teaching staff member, in considering the use of privately-owned technology, will ensure such approval does not provide any advantage or benefit to the pupil who owns such technology over the pupil who does not own such technology. The teaching staff member will not approve the use of privately-owned technology if the teaching staff member determines the use would be advantageous or beneficial to the pupil who owns such technology over the pupil who does not own such technology.

The school district assumes no responsibility for any privately-owned technology brought to school by a pupil. The pupil shall be responsible for the proper operation and use of any privately-owned technology brought to school. School staff members shall not be responsible for the effective use and/or technical support for any privately-owned technology.

The school district shall assume no responsibility for the security of or damage to any privately-owned technology brought to school by a pupil. Pupils are encouraged to purchase private insurance for loss, damage, or theft of any privately-owned technology the pupil brings to school.





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Michael J. Neu, PRINCIPAL

## Personally Owned Technology Device (BYOD – Bring Your Own Device) Contract Agreement

Student Name: \_\_\_\_\_ Grade / HR: \_\_\_\_\_

Type of Device: \_\_\_\_\_

Serial Number: \_\_\_\_\_

By signing this agreement, I am acknowledging that my child and I have read the BYOD Guidelines and Policy 2363, and we agree to the conditions of the guidelines and policy for the current school year. I understand a new request must be submitted for every school year.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Office Use Only

Building Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Technology Coordinator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

