

# Spring Hill School District

## Bring Your Own Device (B.Y.O.D.) Policy and Guidelines

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### **Purpose**

The Spring Hill School District is committed to providing students and staff with a technology rich learning environment. As part of this commitment, the district is now piloting a program that will allow high school students to access our wireless network with personal devices. With the approval of the classroom teacher, students may use their personal devices in the classroom to access and save information from the Internet, communicate with other learners, and use productivity tools that may be currently loaded on the device.

### **Definitions**

For the purposes of this policy, a personal electronic device is any device that is able to connect to the school wireless infrastructure and access the Internet. This includes, but is not limited to: cell phones, laptops, tablets, and e-readers.

### **Plan**

Students at Spring Hill School may begin bringing their own personal devices to their high school classes. Once a student and his or her parent/guardian signs and returns the AUP and BYOD AUP, the student will be able to connect to the appropriate wireless network, register the device, and access the Internet.

### **Policy**

Each year students will be required to sign both a district Student Acceptable Use Policy and district BYOD policy. Only students who have signed and returned both will be allowed to register their personal device with the school network.

### **Access**

*Wireless Network Access:* Spring Hill School District will provide a secure, filtered wireless network for students to access the Internet via personal devices for educational use only.

*3G/4G Network Access is limited and at Teacher/Administration Discretion:* Mobile devices (such as laptops, tablets, and e-readers) are often equipped with 3G/4G wireless accessibility, which the district is unable to filter or monitor in legal compliance with the Children's Internet Protection Act. Students who bring 3G/4G-enabled should access the Internet via the district's filtered Wi-Fi connection. Exceptions are at the discretion of school district personnel.

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### Guidelines

#### District

<b>Spring Hill School District will:</b>
provide students with a secure, filtered wireless network that complies with the Children's Internet Protection Act.
allow classroom teachers to make the final decision about the use of any device, school owned or personal, in their classroom. Student use of BYOD must support the instructional activities of the classroom. Devices must be turned off and put away when requested by a teacher. While we encourage teachers to integrate technology into their classroom, they do so at their discretion.
log all activity and report any illegal or suspicious activity to the appropriate authorities.
<b>Spring Hill School District will not:</b>
support, service, maintain, or repair any personal devices. For assistance connecting to the network, consult your owner's manual.
be held liable for any physical damage, loss, or theft that occurs to a student's personal device.
be held responsible for material obtained by the student while using the school network. While every effort is made to protect the students, it is impossible to monitor every site on the Internet.
be held liable for any personal content or software contained on a personal device whether obtained during the school day or brought to school from outside the network.
be responsible for fees associated with the use of any personal device. All fees and charges related to texting or Internet use on any student-owned device are the sole responsibility of the owner.
supply students with software for use on student owned devices. If the student device does not have the appropriate software required for class work, the student must use the school provided technology or legally obtain the software on their own. ( Exceptions to this may be made under extenuating circumstances and per licensing agreements.)

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### Students

<b>Students will:</b>
register their device on the network before access is allowed. A maximum of two (2) devices may be registered per student.
clearly mark or label personal devices before bringing them to be used in the BYOD program.
be responsible for physically securing the device when not in use.
be responsible for ensuring the device is fully charged before bringing it to school each day.
be responsible for any activity or traffic generated by devices registered to them regardless of who is in possession of the device. The physical device and user account security are the responsibility of the student.
not have access to district printers, shared drives or other local resources while using their personal device.

<b>Device requirements:</b>
Supported wireless ready devices: <ul style="list-style-type: none"><li>• Any current Windows OS or Macintosh OS PC (requires software agent)</li><li>• Any Android, IOS, Windows based mobile device (cell phone, tablet, reader)</li></ul>
If there are any illegal files sharing applications, malicious software agents, or hacking tools installed on the computer, access to the network will be denied. Any software residing on the device must not interfere with the normal operation of district network resources and must be properly licensed. Any illegal or malicious software and/or files found by the district will be reported to the appropriate authorities.
Personal devices will be filtered using the same student level filtering as school devices. This is a requirement of the Children's Internet Protection Act. (CIPA) While it is the goal of the district to comply with CIPA, it is impossible to monitor every site.
The device name, if applicable, will be appropriate. Any device with a name that is offensive will be blacklisted from the wireless network.

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### Spring Hill School District BYOD User Agreement and Parent Permission Form for Network, Internet, Cell Phone, and Personal Electronic Devices

The Bring Your Own Device Policy for Spring Hill School District is approved by the Spring Hill School District Board of Education. The policy and records of violations are reviewed by technology staff and administrators periodically during the school year and annually each June.

The Pocahontas School District makes no warranties of any kind, neither expressed nor implied, for the Internet access it is providing to personal devices.

- If at any time a student's personal device is determined to be used in an illegal manner, the device will be removed from the network and will not be allowed to reconnect.
- Use of the school network for a personal device is a privilege and may be revoked at any time.

#### SECTION I: Student User Agreement

As a user of the Pocahontas School District's computer network and Internet connectivity, I hereby agree to comply with the statements and expectations outlined in this document and to honor all relevant laws and restrictions.

Student's printed name: \_\_\_\_\_

Student's signature: \_\_\_\_\_

Year of Graduation: \_\_\_\_\_

Date signed: \_\_\_\_\_

#### SECTION II: Parent/Guardian Permission

I understand that individuals and families may be held liable for violations. I understand that some materials on the Internet may be objectionable and that, even though the Pocahontas School District uses a filtering system to block as many of these sites as possible, no filtering system is capable of blocking 100% of the inappropriate material available on the Internet. I hereby give permission for my child to use their personal device on the school network.

Parent/Guardian's signature: \_\_\_\_\_

Date signed: \_\_\_\_\_

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