

North Hancock Elementary School
“Bring Your Own Technology” (B.Y.O.T.)
Responsible Use Guidelines

Purpose

North Hancock Elementary 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, NHES will allow personal devices on our ‘personal’ network and school grounds for students who follow the responsibilities stated in the Electronic User Agreement and the attached guidelines regarding B.Y.O.T.

When permission is granted by individual teachers, NHES students may bring in personal laptops or other production devices to complete school work. Purchasing and loading software onto personal laptops and other production devices is the parent’s responsibility. District and school personnel will not be able to assist students with technical issues that occur with their devices. Printing will not be available from these personal devices.

NHES 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.T. will not be penalized and alternate modes of participation will be available.

An important component of B.Y.O.T will be education about appropriate online behaviors. We will review cyber-safety rules with students frequently 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: iPads, tablet PCs, and eReaders. Please note that gaming devices (Nintendo DS and/or other gaming devices with internet access), iPods, laptops and cell phones are not permissible at this time.

Students and Parents/Guardians 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 or her laptop or other production device while at school. When abused, privileges will be taken away. When respected, they will benefit the learning environment as a whole. Students and parents/guardians participating must adhere to the Student Code of Conduct, Student Handbook, as well as all Board policies.

- Student takes full responsibility for his or her device and keeps it with him or herself at all times. The school is not responsible for the security of the device;
- 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 (sound muted) 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.
- Devices may only be used to access computer files on Internet sites that are relevant to the classroom curriculum.
- Games are not permitted.
- Student complies with teachers' request to shut down the computer or close the screen.
- The school and district has the right to collect and examine any device that is suspected of causing problems.
- Student realizes that printing from personal devices will 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 NHES.
- 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.
- Students are prohibited from:
 - 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.
- NHES 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.
- 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.

Lost, Stolen, or Damaged Devices

Each user is responsible for his/her own device and should use it responsibly and appropriately. NHES 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.

Security and Damages

Responsibility to keep the device secure rests with the individual owner. NHES or Hancock County Public School District is not liable for any device stolen or damages on campus. If a device is stolen or damaged, it will be handled through the administrative office similar to other personal artifacts that are impacted in similar situations. It is recommended that skins (decals) and other custom touches are used to physically identify your device from others. Additionally, protective cases for technology are encouraged.

Usage Charges

NHES is not responsible for any possible device charges to your account that might be incurred during approved school-related use.

Network Considerations

Users should strive to maintain appropriate bandwidth for school-related work and communications. All users will use the “Hancock County Podnet” wireless network to access the internet. NHES does not guarantee connectivity or the quality of the connection with personal devices. Hancock County Public School District’s Technology department is not responsible for maintaining or troubleshooting student tech devices.

I understand and will abide by the above policy 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.

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

Signature of Student

Date

Signature of Parent/Guardian

Date