

Coventry Public Schools
Bring Your Own Device (BYOD.)
Guidelines for the Use of Personal Technology in Coventry Public Schools

Technology has changed the way we approach education as we prepare our students for future opportunities. We understand the many positive educational benefits of using technology in the classroom and the importance of the integration of technology in our curriculum. In an effort to integrate technology in our education programs, to encourage our students to utilize technology for learning, and to continue to develop technology skills, students in grades 3-12 have been provided access to a Chromebook (see Guidelines for Chromebook Care and Use in Coventry Public Schools). Although Chromebook technology is provided to our students, we recognize students may benefit from utilizing their own devices at school for educational purposes.

Definition of Personal Technology

For purposes of this policy, “personal technology” means a privately owned, wireless, and portable electronic hand-held equipment that includes, but is not limited to, existing and emerging mobile communication systems and smart technologies, such as portable devices with Internet devices, Personal Digital Assistants (PDAs), hand held entertainment systems, ereaders, 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, etc. It is expected that devices not yet invented or in production will fall under these guidelines.

Use of Technology for Instructional Purposes

Use of technology in Coventry Public Schools school is a privilege which comes with great responsibility. Students will only be allowed to use their laptops, tablets, cell phones or other electronic devices for educational purposes at school. Checking personal email, socializing via texts or instant messages, or otherwise engaging in personal pursuits is prohibited during the instructional day.

Internet Access on School Grounds

Only the Internet access provided by the District may be accessed while on school grounds. Mobile devices 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 (CIPA). Students who bring 3G/4G-enabled devices must access the Internet via the District’s filtered Wi-Fi connection only. Any other Internet access gateway is strictly prohibited. Personal technology, including cell phones and cell network adapters, are not permitted to be used to access outside Internet sources. Access to all school/District network services may not be possible from all devices.

Compliance with other Board Policies

When participating in BYOD, students must adhere to all expectations in each schools' respective Student Handbook as well as any District policies governing the use of technology in school. This means that students who use their personal technology at school must abide by the established policies regarding responsible use of the Internet, bullying, harassment, cheating, threats, student confidentiality and other misconduct that violates school rules or causes a disruption of educational activities.

Additional Guidelines:

- Teachers have the discretion to determine when students may use personal technology in the classroom. Students must immediately comply with their teachers' requests to shut down or put away personal technology.
- All personal technology must be in silent mode.
- Students may not use personal technology during any assessments or tests unless otherwise directed by school personnel.
- Students shall not transmit, post or otherwise publicly share, photographs or videos that they have taken of any person on school grounds or in a school vehicle.

Security and Damages

Responsibility to keep a student's personal technology secure rests with the individual owner. Coventry Public Schools, including its staff or employees, is not liable for any personal device stolen or damaged on campus. If a device is stolen or damaged, it will be handled through the administrative office in a manner similar to other personal property. It is recommended that students personalize their devices for easy identification and utilize protective cases.

The Coventry Public Schools Technology Department will not service any non-district owned technology, which includes troubleshooting, software or hardware issues. Students are responsible for securing their devices and making sure that they have up-to-date anti-virus software installed, if applicable.

Failure to Follow BYOD Guidelines

Misuse of personal technology in violation of these guidelines and the signed agreement may result in the loss of access privileges, a prohibition on the use or possession of personal technology on school grounds, or other disciplinary consequences up to and including suspension.

First Reading: 3/11/2014
Second Reading: 3/25/2014
Adopted: 3/25/2014

BYOD Agreement

In exchange for the privilege of using technology at school, we acknowledge and agree to each of the following:

1. The District’s policies on student conduct and Responsible Use of the Internet apply to the use of personal technology. It is the student’s responsibility to abide by those policies when using personal technology on school grounds;
2. Only the Internet gateway provided by the school will be accessed on school grounds. The school’s network filters will be applied to the student’s connection and no attempts will be made to bypass the network restrictions by using personal access to the Internet;
3. Personal devices shall be charged prior to bringing it to school and shall be capable of running off its own battery while at school;
4. There is no expectation of personal privacy in the use of personal technology at school. The District’s network administrators have the ability to identify users and monitor all BYOD devices logged on to the network;
5. Personal technology may be searched by school personnel if there are reasonable grounds for suspecting that the search will turn up evidence that a student has violated or is violating either the law or rules of the school;
6. The District has the right to examine any device that is suspected of causing problems or **is** was the source of an attack or virus infection;
7. Misuse of personal technology may result in the loss of access privileges, a prohibition of the use or possession of personal technology on school grounds, or other disciplinary consequences up to and including suspension.

I/We understand and will abide by the above BYOD guidelines. As the parent or guardian, I hereby consent to my child’s use of personal technology at school. I/We agree to hold Coventry Public Schools harmless for any damages suffered by my child or me including those arising from unauthorized use, loss of data, and exposure to potentially harmful or inappropriate material arising from the use of personal technology at school.

Student Name – Please Print

Student Signature

Date

Parent or Guardian Name – Please Print

Parent or Guardian Signature

Date

BYOD Policy Statement

I, _____, fully acknowledge that the use of my own device on the premises of a school within the District of Coventry is subject to all guidelines, rules and regulations governing responsible use as established by Coventry Public Schools.

I further understand that the use of my personal device is restricted to those activities as required or related to my program of study under the direction of my teacher and any use otherwise may be subject to disciplinary action including loss of device use privileges. I WILL NOT access websites with inappropriate content using a 3G or 4G connection.

I certify that my personal device has an up-to-date anti-virus program, as applicable.

I understand that Coventry Public Schools is NOT responsible for any damage or theft that may occur to my personal device while on school property.

When using my device at school, I agree to connect to the school network in accordance with the BYOD guidelines.

Device Make and Model# _____

Serial # _____

Student Name (print) _____

Student Signature _____ Date: _____

Parent Signature _____ Date: _____

Note: Annual confirmation of this agreement will be documented in the District's student information system.