 ***“Bring Your Own Device” (B.Y.O.D.)***

***Responsible Use Guidelines***

***Purpose:***

*The 6-1 teachers 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, Mr. D will allow personal devices to be used in science class for students who follow the responsibilities stated in the Acceptable Use Policy and the attached guidelines regarding B.Y.O.D.*

*Salem Middle School 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.D. will not be penalized and alternate modes of participation will be available.*

*An important component of B.Y.O.D. 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: laptops, netbooks, cell phones, smart phones, iPads, tablets, and eReaders.*

***Guidelines:***

* *Students and parents/guardians participating in B.Y.O.D. must adhere to the Student Code of Conduct, Student Handbook, Acceptable Use Policy and all Board Policies, particularly Internet Acceptable Use.*
* *Teachers have 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 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, unless otherwise allowed by a teacher.*
* *Devices may only be used to access computer files on internet sites which are relevant to the classroom curriculum.*

***Students and Parents/Guardians Acknowledge That:***

* *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.
* *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.*
* *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 for devices may not be available. Bring the cord*

***Lost, Stolen, or Damaged Devices:***

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

***Usage Charges:***

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

***Network Considerations:***

*SMS and WCPSS Technology department are not responsible for maintaining or troubleshooting student tech devices.*

***Discipline Policy for B.Y.O.D.***

*These policies pertain to all core classes. Use of an electronic device outside of class is prohibited according to SMS Cell Phone Policy on page 12 of the Student Handbook (Agenda).*

**Level 1 Infraction**: Behavior Tracker Signature; Team Lunch Detention; Loss of Classroom Use Privilege

* Using device without teacher permission
* Students are off task with the device (playing games, involved in chatting, e-mail, and texting at inappropriate times)
* Disruption with electronic devices (alarms, notifications, or ringtones going off at inappropriate times)

**Level 2 Infraction**: Parent Contact; ISS Referral; Loss of Use Privilege for Extended Time

* Disrespect (inappropriate use of photographs, recordings, etc.)
* Visiting inappropriate blocked sites (i.e. Facebook or other social networking sites, any sites that are explicitly defined as off limits by teacher)

**Level 3 Infraction**: Immediate Administrator Referral; Loss of Privilege for Remainder of School Year; Other Consequences as Required by WCPSS and/or Outside Authority

* Pornography
* Cyber bullying

\* Breaking the electronic device policy outside of science class will result in loss of privilege in class.

\*\* Repeated level 1 or level 2 infractions may result in administrative referral and/or loss of privilege for the entire school year.

*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 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.*

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*Signature of Student                                                                                                                              Date*

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*Signature of Parent/Guardian                                                                                                             Date*

*What type(s) of device(s) will you bring? (ex: iPad mini, Samsung smartphone, Kindle HD, etc.) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*