

EAST PAULDING MIDDLE SCHOOL



Electronic Device & BYOT Guidelines

- TEACHERS WILL COMMUNICATE WHEN IT IS APPROPRIATE FOR STUDENTS TO UTILIZE THEIR PERSONAL ELECTRONIC DEVICE.
- PERSONAL ELECTRONIC DEVICES SHOULD NOT BE IN USE IN THE FOLLOWING AREAS:
 1. HALLWAYS
 2. RESTROOMS
 3. LOCKER ROOMS
 4. CAFETERIA
- NEVER TAKE PHOTOS OR VIDEOS OF ANY STUDENTS. THIS IS A VIOLATION OF THEIR PRIVACY.
- STUDENTS MAY UTILIZE THEIR PERSONAL PHONE IN THE FRONT OFFICE TO CONTACT PARENTS IN THE EVENT OF AN EMERGENCY.
- PARENTS AND STUDERNTS SHOULD BE FAMILIAR WITH THE DISTRICT BYOT POLICY INCLUDED ON THE FOLLOWING PAGES.

BRING YOUR OWN TECHNOLOGY (BYOT) PROGRAM

The Paulding County Board of Education is committed to helping students maximize learning by fully integrating relevant technology into instruction and academic content; therefore, students may bring their own technology tools to their school campus.

Definition of “Technology”

For purposes of Bring Your Own Technology (BYOT), “Technology” means personally owned wireless and/or portable electronic equipment or device that includes, but is not limited to, existing and merging mobile communication systems and smart technologies, portable Internet devices, hand-held entertainment systems 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.

Internet

Students will be expected to access the internet through the Paulding County School District (PCSD) wireless networks: PCSD-Secure (with student network credentials) or Paulding-Guest. Personal Internet connective devices are not permitted to be used to access outside Internet sources at any time using those plans.

Use of the PCSD wireless network with a personal device (non-district owned device) is entirely at the risk of the user, and PCSD is not responsible for any loss of any information that may arise from the use of the wireless connection, or for any loss, injury or damages resulting from the use of the wireless connection.

The PCSD-Secure and Paulding-Guest networks are filtered in accordance with the Children’s Internet Protection Act (CIPA).

Security and Damages

Responsibility to keep the device secure rests with the individual owner. The Paulding County School District, its staff, or employees, are not liable for any device lost, stolen or damaged on campus. If a device is lost, stolen or damaged, it will be handled through the administrative office similar to other personal artifacts that are impacted in similar situations.

Student Agreement

The use of personal technology to access educational material is not a necessity or a right but a privilege. When abused, privileges may be taken away. When respected, they will benefit the learning environment as a whole.

Students and parents/guardians participating in BYOT must adhere to the Student Code of Conduct, as well as all Board policies, particularly *Technology Acceptable Use and Internet Safety* policy (Policy IFBG). Additionally:

- **The technology is allowed for educational purposes and only to enhance the classroom experience. Under no circumstances should BYOT be utilized in areas such as the lunchroom, in hallways, in the cafeteria or in locker rooms.** Teachers will decide when it may be used and for what purpose(s). The technology may only be used to access files on computer or Internet sites which are relevant to the classroom curriculum.
- **Students take full responsibility for their personal electronic/digital devices. The school/district is not responsible for the security of the electronic devices.** Additionally, students are responsible for management, trouble shooting, and technical support of their

personal devices. The school/district is not responsible for technical support of or repairs to personal devices.

- The technology may not be used to cheat on assignments or tests.
- The technology may not be used for non-instructional purposes (such as making personal phone calls and text/instant messaging) unless authorized by the teacher of administration.
- **ONCE APPROVED BY ADMINISTRATION, STUDENTS MAY UTILIZE THEIR PERSONAL PHONE IN THE FRONT OFFICE TO CONTACT PARENTS IN THE EVENT OF AN EMERGENCY**
- The technology may not be used to record, transmit or post photographic images or video of a person, or persons on campus during school activities and/or hours unless authorized by the teacher or administration.

Students acknowledge that:

- **Each teacher will decide if, when and how BYOT will be used in his/her classroom.**
- The school's network filters will be applied to one's connection to the Internet, and there will be no attempts to by-pass those filters.
- Bringing on premises, attempting to infect, or infecting the network with a Virus, Trojan, Malware, or program(s) designed to damage, alter, destroy, or provide access to unauthorized data or information is in violation of Policy IFBG and the student acceptable use policy outlined in the Code of Conduct.
- Processing or accessing information on school property related to "hacking", altering, or bypassing network security policies in in violation of Policy IFBG, and the student acceptable use policy outlined in the Code of Conduct.
- **The school district may collect and examine any device at any time for the purpose of enforcing the terms of this agreement, investigating student discipline issues, or for any other school-related purpose.**
- Printing and scanning from personal devices will not be possible at school.
- Personal devices must be in silent mode while on school property.
- Personal technology must be charged prior to bringing it to school and run off its own battery while at school.
- Students remain subject to all other school behavior rules.