



USE OF PERSONAL ELECTRONIC DEVICES & ELEMENTARY CAMPUS BYOD PERMISSION FORM

Bay City Public Schools provides a variety of computers and other technology-related devices as tools to enhance learning and instruction and to serve administrative needs. BCPS also provides a technological support system, and a network for the purpose of supporting these devices.

In some situations, it may be beneficial for the district to permit BCPS students and staff to connect non-district owned devices to the network to enhance the goals of the district (project base learning). Any student or staff member who brings a device into the district must agree to and abide by the following conditions at all times, and must also follow the district's *Acceptable Use Policy* as published on the district web page and Student Code of Conduct. Each user is expected to use these resources for educational or administrative purposes as approved by the district.

Conditions for Use

The following conditions apply to the use of any non-district owned devices and software:

- This is not an open carry policy it is a project based opportunity where teachers will announce when personal devices, with parent permission, can be brought to school to work on learning tasks within the classroom.
- Personal devices must be available at all times for observation or inspection by district staff to ensure compliance with these procedures.
- All software must be legally licensed by the owner of the device and proof of purchase/licensing must be made available if requested by district staff.
- Computers or other applicable devices must have up-to-date virus software while the device is connected to the network. All system updates and patches to the operating system must be installed.
- Defective devices (causing interference with network operations) must be disconnected and repaired and cleared with the Technology Department before reconnecting.
- Use of personally-owned devices must be consistent with accepted classroom and operating procedures as described in the student and staff handbooks of BCPS.

Acceptance of Risk

A user bringing personal devices into a BCPS elementary campus must realize that BCPS will not be responsible for any physical or electronic damage that could occur when connected to the BCPS network. BCPS or its Elementary staff are not responsible for any loss, damage, replacement, repair, or configuration of any personal device. This includes making any connection to the district network, either physical or wireless, and also includes connecting to projectors or other district devices. Technology support is not available for personal devices. To assist with device security, when devices are not in use during the school day, they will be collected by classroom teachers and secured in a locked cabinet within the classroom. Parents are encouraged to transport the device to and from school in lieu of their child carrying the device onto a school bus to avoid damage or theft.

Considerate Use of Resources

Users must be considerate of the impact of their work and usage of the network upon the work of others. **One User should not infringe on others' use of the network or deprive them of system resources. Recreational activities such as downloading music, videos, game files or joining in chat rooms, etc. are not allowed because, they consume substantial network resources.**

The network is a district technology resource, and all provision of the *Acceptable Use Procedures* apply to its use. Should it become necessary to restrict the availability of shared resources for the security and maintenance of the network, the BCPS Technology Department is authorized to do so without prior notice.

BYOD PARENT PERMISSION BCPS Elementary Campus

By signing this *BYOD Parent Permission Form* I have read the *BCPS Personal Technology Opportunity & Elementary Campus Initiative* information on my child's school website (www.bcpsauburn.com) under the "For Parents" tab and this *BYOD Permission Form*. I understand the implementation plan found on my child's school website, *Conditions for Use and Acceptance of Risk* as outlined on this *Permission Form*.

STUDENT NAME: _____

TEACHER: _____ GRADE: K 1 2 3 4 5

DEVICE MAKE: _____

PARENT SIGNATURE: _____

METHOD OF DEVICE TRANSPORTATION TO & FROM SCHOOL?

- PARENT DELIVERY & PICK-UP ONLY
- STUDENT RESPONSIBILITY (School Bus, etc.)

Copy:

Teacher file
Parent