



**Buffalo Trail Elementary School
Bring Your Own Technology (BYOT)
Student / Parent User Agreement**

Student _____

Teacher: _____

School year: _____

Buffalo Trail Elementary School (BTES) is providing students with the option to bring approved personal electronic devices for instructional use in school. This option will allow greater access to resources for all students in the classroom. This is not a requirement and students choosing not to participate will be provided a device by the school district.

Parents choosing to participate must give written approval via this UA. The acceptable device must contain the software (Office 365) provided at no cost by LCPS in order to fully participate in classroom.

This policy is intended to protect the privacy, security and integrity of the students, staff and educational components of our school. Limited exceptions to the policy may occur due to variations in devices, performance and platforms. The student and parent agree to abide by the rules and expectations of this agreement in order to participate in the BYOD program. BTES Administrators reserve the right to revoke this privilege if users do not abide by the policies and procedures outlined below.

ACCEPTABLE USE

***The school defines acceptable use** as activities that directly or indirectly support classroom instruction, assessment, research, enrichment or remediation of content.

*Students' access to data is limited to Wi-Fi access only in school.

*The following apps are examples of those allowed: weather, Office 365, e-reader and a web browser will be permitted. Students may use their device to access the following types of resources: calendars, teacher-provided resources, research, documents, items/ sites necessary for instruction.

***The school identifies unacceptable use** on school time as voice or text communication, social media, or recreation, such as internet browsing or game playing out of content area instruction, and access of the device in areas of the school not considered instructional: lunch, recess, gym, bus.

*The following apps are examples of those not allowed: (entertainment/ game apps, downloading through iTunes or Google Play, Social Media, Facebook, twitter, etc.)

*Students are blocked from accessing certain websites during school hours. While connected to the school network, the LCPS user agreement applies for all students, guests and personnel. Such websites include, but are not limited to social media, games, chat rooms, inappropriate sites or sites unrelated to the students required class activities.

*Devices' camera and/or video capabilities will be disabled while on-site with the exception of a work product or video created as part of the lesson itself.

*Devices may not be used at any time to:

- Store or transmit illicit materials
- Store or transmit images, intellectual property or proprietary information belonging to another student, staff member or guest
- Harass others, send threats, or cause harm
- Engage in non-school activities, clubs, communications
- Engage in any activity that interferes with the user or others ability to full and appropriate access of classroom instruction or classroom safety.

***BTES has a zero-tolerance policy for texting or emailing while in school** or on the bus. Students may not download apps during the school day. Parent consent is required for any uploads or downloads.

Devices and Support

*We recommend tablets or devices 5"x7" or larger. iPad, Microsoft, Chromebooks, Kindle Fire, and Android are allowed.

* A manual keyboard (attached,/blue tooth) is required to access features of classroom activities.

*Connectivity/ application issues are not supported by IT in school; students will return devices home for parent support regarding any system, access, application or hardware-related issues.

*Smartphones and any devices smaller than 5"x 7" are not allowed. This includes any iPhone, Android, Blackberry, Windows or small-vendor/burner phones. Any hand held device that is located by a phone number and transmits/receives real-time voice or text is not allowed.

Reimbursement

Each student is responsible for the care of personal devices at school and should not share or borrow from another student. The school will provide due diligence with device supervision in the classroom.

*The school will not reimburse the student for any amount related to:

- the cost of the device or peripherals brought to school
- the cost of any phone/data plan, downloads or charges resulting from student use in the school
- any amount related to loss, theft, damage or destruction of the device.

Security

*In order to prevent unauthorized access, devices should be password protected with a passcode the student can easily remember.

*Rooted (Android) or jailbroken (iOS) devices are strongly discouraged.

*No downloading, installing and using any app during the school day.

*Students' access to data is limited to Wi-Fi access only. No 3G/4G access allowed.

*The student's device will be confiscated and appropriate authorities alerted if the school has reason to suspect harmful, illicit or illegal activity is occurring on campus.

Risks/Liabilities/Disclaimers

*While BTES will take every precaution to protect the student's personal device when on school property, in the event the device is mishandled, it is the family/student's responsibility to take additional precautions, such as backing up data on the device, making repairs or replacing parts.

*The school reserves the right to disconnect devices or disable services without notification.

*Lost or stolen devices must be reported to the school immediately. Parents will be notified and the school will follow district policy for loss of property. Parents are responsible for all costs associated with the loss of a device.

*The student is expected to use his or her device in an ethical manner at all times and adhere to BTES and LCPS acceptable use policies as outlined above and on the district website.

*The Parents/Families of each child accepts full liability for all usage and costs associated with his or her device and for risks including, but not limited to, the partial or complete loss of data due to an operating system crash, errors, bugs, viruses, malware, and/or other software or hardware failures, or programming errors that render the device unusable.

*BTES reserves the right to take appropriate disciplinary action up to and including removing the personal device and terminating this option for noncompliance with this policy.

ACCEPTANCE OF AGREEMENT

I, the parent of _____, do give permission for my child to bring an approved device to school for classroom activities and enrichment. I understand the uses, expectations and limits for this device and accept the conditions of the school's user agreement.

Parent Printed Name _____ Signature _____ Date _____

Student Printed Name _____ Signature _____