

Bring Your Own Technology Policy & Procedures

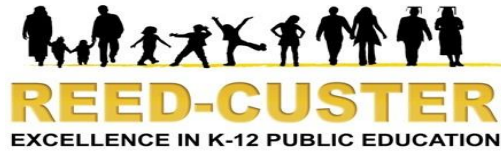
The Reed-Custer School District recognizes the important role that technology plays in classroom instruction and engaging students in learning. Even though we provide many opportunities for our students to use computer technology at school, we feel a Bring Your Own Technology (BYOT) plan would further enhance learning. The policies and procedures outlined below will provide structure and guidelines for our schools. These additional resources will help both teachers and students to explore and create great things. Students are not required to bring in outside, personally owned technology to school, but if they choose to, they are to be used for educational purposes only. The BYOT policy applies to the following devices: Cell Phones, Tablets, Laptops and any devices with web browsing capabilities.

Expectations:

- Students will “Dock Devices” on their desk or table at the beginning of each class on days when BYOT devices will be used.
- Devices should be “Off and Out of Sight” if requested by teachers. Students will only use appropriate technology when instructed to do so by the teacher
- Students will be allowed to use electronic devices for note taking, researching or as a calculator in all classrooms.
- R-C Staff will not diagnose or fix problems with personal technology
- Students will only be able to charge their phones at school in designated areas of each classroom
- Reed-Custer 255U does not assume responsibility for theft, damage or loss of any electronic device
- Students will not be able to use their phones during class to call, text, email, message or communicate with others outside of school without permission from a teacher or administrator.
- Video or audio recording and photographing of others is prohibited without their consent
- Teacher must have access to view the screen of a student’s electronic device at all times
- Teachers and administrators reserve the right to confiscate any and all devices used inappropriately
- Students and parents will be expected to understand, sign and abide by the rules and expectations outlined on the BYOT Permission Form
- Please refer to school board policy 5:125, the board-approved Acceptable Use Policy, and the Bring Your Own Technology permission form for complete details.

Students utilizing this opportunity and following the outlined expectations will benefit greatly through resources that are available for learning, instruction that is provided, and completion of engaging assignments and learning activities. Students not following the rules and regulations will face school disciplinary consequences and may lose the privilege of utilizing their personal electronic devices during the school day. We look forward to the educational opportunities that BYOT will provide for our students and staff at Reed-Custer Schools.

1. Students will take full responsibility for any personal electronic device and will keep devices on them at all times. The school is not responsible for the security of, or damage to, any device that is brought to school.



2. Students and/or parents are responsible for the proper care, repair or replacement of their personal devices. R-C Staff will not diagnose or fix technology problems.
3. The school reserves the right to confiscate any and all electronic devices that are used inappropriately. Any violations of board policies or school rules may result in disciplinary action and may result in loss of BYOT privileges.
4. Devices should be “Off and Out of Sight” when not in use. Students will be asked to “Dock Devices” on days they are to be used. Students must comply with the request of any teacher or administrator to turn off, stop using or put away their devices.
5. Students cannot use personal devices to record, transmit or post photos/videos of others without their consent. Images or videos recorded at school cannot be posted or shared without the permission of a teacher or administrator and a parent/guardian.
6. Students should only use their devices at school for educational purposes, classroom projects or to access relevant files for school.