

2018-2019 Marion Local Schools “Bring Your Own Device” (B.Y.O.D.) Responsible Use Guidelines

Marion Local Schools will allow personal devices on our network and campus for students in grades 4-12 who follow the responsibilities stated in the Acceptable Use Policy and the guidelines regarding personal devices, as outlined below.

Device Types

The word “devices” will include laptops, cell phones, smart phones, iPads, iPods, mp3 players, e-readers, tablets, and other approved devices. Please note that Nintendo DS and/or other gaming devices with internet access are not permissible at this time.

Guidelines Regarding Personal Devices

Students and Parents/Guardians must read and agree to the following items.

- School and Classroom Guidelines:
 - ✓ Students and parents/guardians participating in BYOD must adhere to the Student Code of Conduct, Student Handbook, Acceptable Use Policy, and all Board policies, particularly Internet Acceptable Use.
 - ✓ Each teacher has 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 riding school buses and on school campuses, unless otherwise allowed by a teacher or staff member.
 - ✓ Devices may not be used to cheat on assignments or tests, or for non-instructional purposes (such as making personal phone calls and text/instant messaging).
 - ✓ Students may not use devices to record, transmit or post-photographic images or video of a person, or persons on campus during school activities and/or hours, unless otherwise allowed by a teacher.

- Access to Network:
 - ✓ Students will use the school’s internet gateway while on campus. The school’s network filters will be applied to a device’s connection to the internet and any attempt to bypass the network filters or use of personal Internet access is prohibited. In other words, students may NOT use their personal data plan while at school (ex: smartphones, USB 3g/4g cards, wireless hotspots, etc.).
 - ✓ Users should strive to maintain appropriate bandwidth. Marion Local does not guarantee connectivity or quality of connection with personal devices.
 - ✓ Technology support for personally owned devices will be limited to instructions on how to access the wireless network.
 - ✓ Personal devices may only access the network through a wireless connection (no wired connections will be allowed for personal devices).
 - ✓ Devices may only be used to access files on computer or internet sites which are relevant to the classroom curriculum. Games are not permitted, unless otherwise specifically allowed by a teacher.
 - ✓ Printing from personal devices will not be possible at school

- Student Responsibility

- ✓ Responsibility to keep the device secure rests with the individual owner. **Marion Local Schools takes no responsibility for stolen, lost, or damaged devices, including lost or corrupted data on those devices.** If a device is stolen or damaged, it will be handled through the administrative office similar to other personal artifacts. While school employees will help students identify how to keep personal devices secure, students will have the final responsibility for securing their personal devices.
- ✓ Responsibility for monetary charges to your device rests with the owner of the technology. Marion Local Schools cannot be held responsible for any possible device charges to your account that might be incurred during approved school-related use.
- ✓ Students are responsible for ensuring that their technology is free of viruses, Trojans, or other programs 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 is not allowed. Marion Local Schools is authorized to examine any device that is suspected of causing technology problems or was the source of an attack or virus infection.
- ✓ Personal devices must be charged prior to school and run on battery power while at school. The district is not responsible for providing electricity to personal devices.

The district reserves the right to ask any student or staff to discontinue the use of their personal technology for any reason.

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 network and/or device privileges as well as other disciplinary action.

Print Student Name

Grade

Signature of Student

Date

Signature of Parent/Guardian

Date

Device(s) that student will be using