

Springboro Community City Schools

Bring Your Own Technology Agreement



CHAPTER 1: Student Expectations for Device Use

CHAPTER 2: Student Use Contract

CHAPTER 3: FAQ (Frequently Asked Questions)

Chapter 1: Student Expectations for Device Use

Getting Your Personally Owned Device Ready for School

A. Charging

Bring your device to school daily. Charge your computer each night so your device is fully charged and ready for use.

B. Screensavers, Backgrounds, Skins and other Customized Items

Personalize your device in school appropriate ways. Device customization (screensavers, backgrounds, skins, etc.) must not violate the district's student code of conduct and/or Acceptable Use Policy (AUP).

C. Labeling

Label your device with your first and last name. Attach something unique, like a luggage tag, to your device case to prevent another student from taking it by mistake.

D. Device Case

Bring your device to school in a case to protect the screen from damage.

E. Anti-Virus Software

Install virus protection software that automatically downloads the latest anti-virus updates on your device if applicable.

F. Loss, Theft, Damage

Keep your device secure at all times. The Springboro Community City School District is not liable for lost, stolen, or damaged technology.

Using Your Device (computer, tablet, Chromebook, other Internet accessible equipment) at School

A. Protecting/Storage

Keep your device with you or locked in your locker/designated area at ALL times.

You are the only person permitted to use your device.

Keep your passwords private.

Take your device home every day.

Always carry your device with the lid closed (if applicable)

B. General Use at School

Audio/Video recording **may only** be permitted with permission of individual(s) being

recorded.

Back up important files (Flash drive, Cloud, My Documents, Google, etc.)

Troubleshooting device issues is your responsibility and should not be done during instruction time.

Mute your computer sound at all times. Students should provide their own earbuds or headphones for use at school.

You must abide by the district's Student Code of Conduct and Acceptable Use Policy (AUP).

Chapter 2: Student-Use Contract

By using a personal or school provided device I will...

- Work on the task assigned by the teacher at all times. At school, a device will only be used for educational purposes.
- Access the user. I understand this server has filtering software that is designed to minimize my risk of exposure to inappropriate material.
- Always carry the device in a protective bag to ensure it will not be damaged.
- Use the Internet only through the district's server, not utilizing my own 3G/4G, data plan.
- Take responsibility for trouble-shooting my own device issues.
- Mute the device sound at all times unless the teacher gives permission otherwise.
- Keep passwords private.
- Abide by the district's Student Code of Conduct and Acceptable Use Policy (AUP).
- Keep personal device with me or in my locker/designated area at all times.
- Be the only one to use my device at school, sporting events, or other school related activities.
- Personalize the device (screensavers, backgrounds, skins, etc.) in school appropriate ways.
- Label the device with first and last name.
- Install virus-protection software with updates on device.

I realize I am responsible for the device and the repairs necessary to keep it up-to-date and running. School personnel will not be involved in repairing student owned devices.

Chapter 3: FAQ (Frequently Asked Questions)

Do I have to purchase a device?

You do not need to purchase a device for use at school. Our district has adopted e-textbook access for students in 6-12 for English language arts, Math, and International Language courses. We are currently piloting this in second semester 5th grade to make the 5th to 6th grade

transition smoother.

May I use my phone as a device in class?

No, but you may do so after school, on the bus, and at home.

When I have my device at school, how do I access the “Public” wireless network?

Most devices will detect the “Panther-Guest” wireless network and automatically connect. You will have to open a browser and accept the AUP (acceptable use policy) to have Internet access.

When can I use my device at school?

During classes when permitted by the teacher, study hall for school related assignments, and in the library/media center.

My device was stolen / damaged at school, what should I do?

While the school is not responsible for damage or theft of personal technology devices, you would report the theft or damage to the building administration like you would any other types of theft or damage to personal property.

Why am I filtered on my own device? Shouldn't I be able to see what I want to on my own device?

Internet filtering is a requirement of all public schools, per The Children's Internet Protection Act (CIPA). This requires all Internet access to be filtered regardless of the tool used while in a public school.

I have an Internet data plan through a cellular carrier or other similar company (3G/4G etc.) on my device. Can I use that resource to access the Internet while on district property?

No. While on district property, you are required to use our Internet connection.

Can I print at school?

You cannot print from your personal device at school.

My device is not working. What should I do?

You are responsible for troubleshooting your device problems.

Do not allow device issues to get in the way of your learning.

Can administrators look at my device?

Although we have a policy pertaining to this particular topic, when a device is confiscated, it will be brought to the building administrator immediately without being searched. The building administrator will document the staff member's comments as they relate to the investigation requiring a device to be searched. The administrator will immediately contact the parent, and if it is worthy of calling the police, we will do so.

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I ACKNOWLEDGE AND UNDERSTAND MY OBLIGATIONS

Student Name:

Please Print Name

Signature

Parent/Guardian:

Please Print Name

Signature