

INDIAN SCHOOL RAS AL KHAIMAH, UAE



SCHOOL POLICIES – BYOD POLICY 2022-23

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BYOD Policy

Purpose:

Today, many students' lives are filled with media that gives them mobile access to information and resources. Outside school, students are free to pursue their interests in their own way and at their own pace. The opportunities are limitless, borderless, and instantaneous to put students at the centre and empower them to take control of their learning. INDIAN SCHOOL RAS AL KHAIMAH will allow students and teachers to use personal technology devices during special occasion hours in their classrooms. Students, Teachers and Non-Teaching Staff wishing to bring their own device must follow the responsibilities stated in the INDIAN SCHOOL RAS AL KHAIMAH Acceptable Use Policy, as well as the following guidelines:

Device Types: For this policy, the word "device" means a privately owned wireless and portable electronic piece of equipment that includes (but is not limited to) laptops, notebooks, tablets/slates, iPads, iPod Touches, cell and smartphones.

Guidelines for the Students:

1. Any student who wishes to use a personally owned electronic device within the classroom must read and sign this agreement and submit it to INDIAN SCHOOL RAS AL KHAIMAH
2. The student takes full responsibility for their device. The school is not responsible for the security of the device.
3. The student is responsible for the proper care of their device, including any costs of repair, replacement, or any modifications needed to use the device at school. INDIAN SCHOOL RAS AL KHAIMAH is not responsible for any damage to or unauthorized charges or fees on the device.
4. All staff members reserve the right to inspect (and, if need be, confiscate) a student's device if there is reason to believe that the student has violated this BYOD policy agreement, administrative procedures, school rules or has engaged in other misconduct while using their device.
5. Violations of this BYOD policy, administrative procedures, or school rules involving a student's personally owned device may result in the loss of use of the device in school and disciplinary action.
6. The student must comply with the teachers' request to shut down the computer or close the screen.
7. Personal devices shall be charged before bringing them to school and shall be capable of running on their battery while at school.
8. The student may not use the devices to record, transmit, or post photos (or video) of a person or persons on school grounds; nor can any images or video recorded at school be shared or published without the express permission of a teacher.
9. The student should only use their device to access relevant content.
10. The student must use the wireless network provided by the School. Access to the internet, apps, or programs via a personal data subscription or wireless plan is not permitted.
11. Students may not attempt to use any software, utilities or other means (e.g. VPNs) to access internet sites or content blocked by the school's internet/network filters.

General Guidelines for all

I am responsible for keeping my personal computer devices secure when I bring them to school.

- I have a *choice* and *opportunity* to bring and use my mobile phone, tablet or laptop to school if my parents and guardians permit it and my teachers choose to allow their use in my classes.
- I will keep my personal computing devices (mobile phone, tablet, iPad, iPod, laptop, etc.) secure to prevent loss or theft.

I am responsible for keeping my digital accounts secure.

- I understand that my online identity is my own and that I must keep my usernames, passwords and online accounts secure and private.

I am responsible for what I do when using technology at school.

- If I can and choose to use a personal computing device at school, I know that I am still bound to the district technology ethics and responsible use guidelines whether I'm using my own or district devices.

I am responsible for not causing distractions and hampering the ability of others to learn.

- I will use technology in ways that do not disrupt others in the classroom

I am responsible for what I say and do online.

- I understand that online privacy, safety and responsibility are essential. I understand that what I write, say, show, do and communicate online is public, never goes away, and can hurt myself and others.

I am responsible for giving credit where credit is due and respecting the intellectual property of others.

- I understand that I will think, create, work, share and collaborate with others online and on networks. My work and ideas should reflect my thinking and effort and represent my best. When I use or adapt the work of others, I will give them credit and acknowledge them.

I am responsible for making good choices about when and where I use personal devices at school.

- I will respect the guidance of my teachers and school staff as to when and where I use personal computing devices at school. I understand that there are times when using devices will be an option and other times when the devices will have to be stowed away. If I don't make these choices, I understand that I will lose the ability to use the device in class.

I am responsible to abide to school's password policy communicated to me (student, staff, parent & visitor) through the user agreements

I am responsible to inform the concern authorities for any technical security incidents.

Procedures:

Staff are to monitor the use of devices across the school appropriately. Any device being used by students with permission should be put into school bags. Repeat offences must be dealt with properly.

- Verbal warning to the student
- If the warning is ignored, the device must be confiscated, and the incident must be reported to the social worker, who can inform parents/guardians.
- Continued offences are to be reported to the safety leader.

As a student/staff/Parents, I have been informed about the BYOD Policy and its implementations and Practice. Through this BYOD policy, it fully covers its needs and is up to my expectation around the mobile device. I will adhere to the above responsibility statements. I understand that any violation of the policies may result in the loss of my device(s), network privileges, and other disciplinary action.

Student /Staff Signature _____ **Date** _____

For Students, as a guardian, I understand that my child will be responsible for abiding by the policies and guidelines. I have read and discussed them with them, and they know their responsibility in using their personal device(s).

Parent/Guardian Signature _____ **Date** _____

Device: _____ Serial #: _____

Device: _____ Serial #: _____

Any additional devices (and serial #s) must be logged with the teachers throughout the year.
