

# Cardinal Spellman HIGH SCHOOL

## Student Responsible Use Policy (School Year 2018-19)

### **Purpose:**

Cardinal Spellman High School (CSHS) uses instructional technology as one way of enhancing our mission to teach the skills, knowledge, and behaviors students will need as responsible citizens in the global community. Students learn collaboration, communication, creativity and critical thinking in a variety of ways throughout the school day. In an effort to increase access to those 21st Century skills, CSHS will allow personal devices on our WiFi wireless network and school grounds for students who follow the responsibilities stated in the Acceptable Use Policy and the attached guidelines regarding B.Y.O.I program.

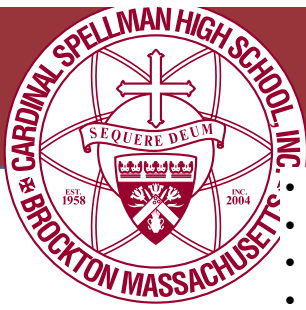
CSHS strives to provide appropriate and adequate technology to support instructional purposes. An important component of B.Y.O.I will be educational for appropriate online behaviors. We will review cyber-safety rules with students frequently throughout the course of the school year and will offer reminders and reinforcement about safe online behaviors. In addition to the rules outlined in these guidelines, students will be expected to comply with all class and school rules while using their personal iPad device. The use of technology is not a necessity but a privilege. When abused, privileges will be taken away.

### **Device Types:**

For the purpose of this program, the word “devices” will include laptops, cell phones, smart phones, iPods, iPads, tablets, and eReaders. Please note that smartwatch (such as AppleWatch) is not permissible on campus at this time.

### **Guidelines:**

- Students and parents/guardians participating in B.Y.O.I. program must adhere to the CSHS Student Handbook, Responsible Use Policy and all CSHS School Policies.
- Each teacher has the discretion to allow and regulate the use of personal iPad device in the classroom and on specific projects.
- Approved iPad device must be in silent mode while on the school campus unless otherwise allowed by a teacher. Headphones may be used with teacher permission.
- Student iPad device may not be used to cheat on assignments, quizzes, or tests or for non-instructional purposes (such as making personal phone calls and text messaging).
- Students may not use iPad device to record, transmit, or post photographic images or video of a person or persons on campus during school hours or during school



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activities unless otherwise allowed by either the teacher or school administration staff.

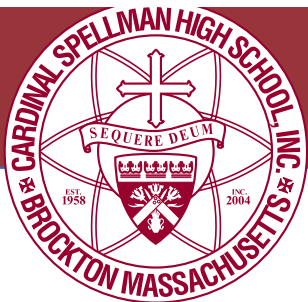
- Student iPad device may only be used to access documents and files on the internet sites which are relevant to their classroom curriculum.
- Students and Parents/Guardians acknowledge that:
  - The school's network filters will be applied to a device's connection to the internet and any attempt to bypass the network filters is prohibited (*i.e. - using the VPN Apps, or accessing a Proxy website on a student's iPad is strictly prohibited*).
  - CSHS is authorized to collect and examine any student iPad device that is suspected of causing technology problems or was the source of an attack or virus infection.
  - Bringing a device on premises that infects the network with a virus, Trojan, or program 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 the school wifi network and security policies.
- Students and parents should be aware that devices are subject to search by school administrators if the device is suspected of a violation of the student code of conduct. If the device is locked or password protected the student will be required to unlock the device at the request of a school administrator.
- Printing from personal iPad device will not be fully supported at school due to the variety of different device options school printers can support.
- The personal iPad device must be charged prior to arriving at school and must run on battery power while at school. Charging of student iPad device will not be fully supported at CSHS.

#### **Lost, Stolen, or Damaged Devices:**

Each student is responsible for his/her own iPad device and should use it responsibly and appropriately. CSHS takes no responsibility for stolen, lost, or damaged student owned iPad device, including lost or corrupted data on the iPad device. While school staffs may help students identify how to keep personal devices secure, students will have the final responsibility for securing their personal iPad device. Please check with your homeowner's policy regarding coverage of personal electronic devices, as many insurance policies can cover loss or damage.

#### **Usage Charges:**

CSHS is not responsible for any possible iPad device charges to your credit card or bank account that might be incurred during approved school-related use.



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## **Network Considerations:**

**Users should strive to maintain appropriate bandwidth for school-related work and communications. All students will be using only the students' designated wireless network SSID to access the internet network. CSHS does not guarantee connectivity or the quality of the connection with personal devices. CSHS Technology department is not responsible for maintaining or troubleshooting student owned personal iPad device.**

**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. During the course of the school year, additional rules regarding the use of personal devices may be added.**

**Student Name:** \_\_\_\_\_

**Signature of Student:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature of Parent/Guardian:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**All parents and students agree to abide by the rules outlined in this document by providing a signature.**