



## Upper School BYOD Policy

Hampstead Academy has a BYOD Policy for Upper School Students. This policy creates a framework for students to Bring Your Own Device (BYOD) to school.

BYOD refers to technology models where students bring a personally owned technology device to school for the purpose of learning. A personally owned device is 'any' technology brought into the school and owned by a student (or student's family).

It is essential to note that **participation in the BYOD program is OPTIONAL**. All students have access to various digital devices throughout the school, therefore it is not necessary that they bring their own device. Students and parents will need to read and sign the Upper School Student BYOD Personal Technology Device Agreement and Acceptable Use Policy (AUP) before bringing devices to school.

### **Examples of BYOD value and support for learning:**

- Individual student choice for resources
- Personal organization
- Communication efficiencies
- Fosters student ownership of their own learning
- Customization of resources
- Real world connections for students
- Broadening the audience and sources for learning
- Cloud access
- Home and school learning connections

### **Expectations of Hampstead Academy:**

- Although students will be able to access the school's network they will not be able to print to any school printer from a personal device.
- Internet access will be filtered just the same as if a student were to log onto a school owned computer.
- The HA staff/teachers are not responsible for troubleshooting a student's personally owned device. It is not the teacher's responsibility to ensure that the student owned devices are functioning properly. The use of student devices in the classroom or other learning spaces is at the discretion of the teacher or other school administrator. This may mean that the device will be permitted for some instructional activities but not for all.



# HAMPSTEAD ACADEMY

## **Expectations of student:**

- The student is solely responsible for any equipment that he/she brings to school. Hampstead Academy is not liable for damaged, lost, or stolen equipment.
- All students must adhere to the Acceptable Use Policy. When students use technology inappropriately while on the school network, the same consequences apply, regardless of who owns the device.
- Devices should be brought to school fully charged as there will not always be the option to charge a device during the school day.
- Devices must be in silent mode while on school campus, unless otherwise allowed by a teacher. Headphones may be used with teacher permission.
- Students are expected to know how to connect their own device to the available network.
- The security of a student owned device is the responsibility of the student – be thoughtful about where and how you are locating a device.
- Bring your own power cords for all of your devices
- Label devices, power cords, storage cases, etc.
- Students that need to print should save to their cloud storage or usb drive and print from a networked computer.
- The student may not use the devices to record, transmit or post photos or video of a person or persons on campus, nor can any images or video recorded at school be transmitted or posted at any time without the express permission of a teacher.
- The use of a personal device is not to be a distraction in any way to teachers or students. Devices must not disrupt class in any way. The purpose of bringing your own device is to enhance the learning experience.

## **It is recommended that:**

- Personal technology devices should be protected by a username and password. This should not be disclosed to other students.
- Always store devices in a protective bag avoid storing devices at the bottom of your school bag – pressure from books can damage the screen and hinges.
- Appropriate virus protection be installed on all personal equipment.

The school reserves the right to inspect a student's personal device if there is reason to believe that the student has violated school policies, administrative procedures, school rules or has engaged in other misconduct while using their personal device.

Violations of any school policies, 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/or disciplinary action. In addition, an administrator will confiscate the devices, which shall only be returned to the student's parent(s)/guardian(s).



# HAMPSTEAD ACADEMY

## Upper School Student BYOD Personal Technology Device Agreement

Hampstead Academy has approved an Upper School Bring Your Own Device (BYOD) policy which permits the use of electronic devices in the school for educational purposes. The purpose of the policy is to recognize the value of these tools in an educational environment and to allow teachers the flexibility to make use of student personal devices for educational work in the classroom. Teachers will have ultimate control of how and when the devices will be used in individual classrooms.

By signing this agreement which allows your child(ren) to bring a device to school, you are agreeing to abide by the following requirements. Any violation of this agreement may result in suspension of this privilege. This permission will remain in effect during my child's enrollment at Hampstead Academy unless I request to revoke it.

1. The sole purpose for the use of a personal technology device during the school day is for educational reasons.
2. The personal technology device is only to be used during the instructional class period with express permission of the classroom teacher. This may mean that the device will be permitted for some instructional activities but not for all.
3. Students must comply with all school policies and procedures, including the Upper School BYOD Policy and the Hampstead Academy Acceptable Use Policy (AUP).
4. Students and Parents must recognize that all Electronic devices are brought to school at the owner's risk. Hampstead Academy is not responsible for theft or damage to the personal technology device.

**My child and I have reviewed and consent to the BYOD information and policies above:**

Student Name \_\_\_\_\_ Grade \_\_\_\_\_  
(please print)

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_  
(please print)

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_