



Student Guidelines 2017-18

Our Lady of the Presentation Bring Your Own Device

1. During the 2017-18 school year, lower and upper middle school students (5th – 8th grades) are allowed to bring a personal mobile device to school once all BYOD documents are signed and the integration teacher sets a start date. Students are required to bring a personal mobile device to school.
2. The student and his/her parent/guardian must sign and return this form before the student may participate in BYOD.
3. Students may bring mobile devices including laptops, netbooks, tablets, and iPads. Handheld gaming devices, gaming consoles, smart watches and cell phones are not allowed.
4. Students who bring personal mobile devices should fully-charge the battery before bringing it to school each day. The student must take the personal mobile device home at the end of each day to recharge its battery and to keep the device safe.
5. Students are expected to know how to operate their personal mobile devices on their own. OLP teachers, staff and Technology Department will not provide technical support or troubleshooting advice to students.
6. Students must use the OLP student wireless network (WiFi) connection when accessing the Internet or online resources. Students are not allowed to create or join unauthorized wireless or wired networks to bypass OLP's filtered student wireless network. Students may connect **one** personal device to the OLP wireless network at a time.
7. Students may use personal mobile devices in class for educational purposes only when permission is granted by their classroom teacher. Students may not use personal mobile devices when the classroom has a short-term substitute.
8. When not in use, students' personal mobile devices should be silenced or turned off and be put away in a location designated by the classroom teacher.
9. Students must comply with the *OLP Technology Code of Conduct and Acceptable Use Policy* as well as the *Bring Your Own Device (BYOD) Student Guidelines* (this document) at all times. Violations may result in disciplinary action including referral to administration, the loss of network and/or wireless network privileges, confiscation of personal mobile device, and/or referral to law enforcement authorities.
10. Students may not use their personal mobile device inside or outside the classroom in a way that disrupts the educational environment, violates the rights of others, or invades the privacy of others, including but not limited to using the device to cheat, to violate school conduct rules, to harass or bully students or staff, or for unlawful purposes.
11. Before recording audio or video or taking a photograph, a student must obtain permission from a teacher or administrator and from the person being recorded or photographed. The student must obtain the same permission before publishing, posting, disseminating, sharing, or transferring audio/video recordings or photographs/images. Recordings and photographs are allowed only for a teacher-approved project or activity.
12. Students may not take, publish, post, disseminate, share or transfer audio, video, photographs, or images that reveal private parts of the body that are ordinarily covered by clothing. Students may not possess pornographic images or video on any electronic device.
13. OLP is not responsible for theft, loss, or damage to a student's personal mobile device or to content on the device while at OLP or connected to the OLP network. OLP is not liable for content already on the student's personal mobile device. OLP is not responsible for any monetary charges that may occur while the student is using the device.