

BRING YOUR OWN DEVICE (BYOD)

BACKGROUND

The New Westminster School District recognizes that digital devices are valuable resources for supporting learning. Using digital devices requires students to be responsible digital citizens, who look after themselves, others, and property.

A digital device is defined as any device that can be used to communicate or to access the internet, such as a cell phone, tablet, smart watch, gaming device, or electronic toy. The district recognizes its responsibility to restrict the use of personal digital devices at school for the purpose of promoting safety and focused learning environments; as well as to provide guidance in responsible device use.

The Bring Your Own Device (BYOD) program is an optional program available to Middle and Secondary School students, allowing them to use personal digital devices for educational purposes.

BYOD users are subject to district and school expectations, as well as those outlined in AP 140: Acceptable Use of Digital Devices.

The District is committed to equity and students who do not have a device that can be brought to school, will have access to school-owned devices at school.

PROCEDURES

1. Prior to engaging in a BYOD Program, Principals will ensure parents are informed of the details related to the program. This includes providing families with the option to attend information sessions.
2. Teachers participating in the BYOD Program will ensure all families are provided the BYOD handbook.
3. Parents and Students participating in BYOD must sign the BYOD Responsibility Contract found in [Appendix E](#). This form can be accessed online for digital signature.

EXPECTATIONS FOR PERSONAL DIGITAL ELECTRONIC DEVICE (PDD) USE

1. Personal digital devices are to be used for educational purposes and during instructional time only when sanctioned by the classroom teacher. The exception is when a device is required to support medical necessities, such as monitoring glucose levels.
2. All personal digital devices use must comply with Administrative Procedure 140: Acceptable Use of Digital Devices.
3. Students must abide by the District Digital Device User Agreement when using their personal digital devices at school or when accessing school/district network, services, and content outside of school site or hours.
4. It is the student's responsibility to bring their PDDs fully charged to school every day and have a power cord in case it is needed.

5. Any use and personalization of PDDs such as screensavers, backgrounds, skins, must be school appropriate and follow the School Code of Conduct.
6. It is understood that while staff will endeavor to support students in the classroom, the District has no liability or responsibility for digital device support, device theft or damage, or loss of data. Parents/Guardians may wish to include personal devices used on school property in their personal insurance coverage.

CONSEQUENCES

1. The District reserves the right to access any files on the device in case of misuse, suspicion of misuse, or other activities in violation of the district's Code of Conduct. Misuse of devices may result in their removal from school networks and a request to remove the devices from school property. Students engaged in misuse of digital devices may also be subject to disciplinary measures detailed in district and school codes of conduct.

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