

## Internet Usage and Bring Your Own Device (BYOD) Agreement

The Conference's and school's computer network is designed to be an integral component of teaching and learning at the school. Students are responsible for good behavior on the school computer network. The network is provided for the student to conduct research and to communicate with others in relation to school work. As such, students, parents and teachers must agree to abide and comply with the Conference's and school's electronic device policies (internet usage and BYOD) set forth in the school's handbook.

**Electronic Devices** Use of certain electronic devices is permitted at the school as described below. Electronic devices are classified as disruptive, non-disruptive, and mobile phone devices. Permissibility of each type of electronic device is described. We agree to the following terms and conditions of the the school's acceptable use policy pertaining to electronic devices:

**Disruptive Devices** mobile/cell phones, recording devices, radios, pagers, laser pointers, any device for playback of music or other recorded media, headphones/earbuds, etc., and other electronic devices deemed distracting to the educational environment ARE NOT permitted in any area of THE SCHOOL including: cameras on non-disruptive and mobile/cell phones to take still pictures or videos unless done under direct supervision of the classroom teacher or school administrator. Misuse of permissible electronic devices in a manner distracting to other students or school personnel is not tolerated.

**Non-disruptive Devices** Non-disruptive devices are defined as electronic devices primarily used for educational purposes. These include: laptops, netbooks, tablets, and eReaders.

- These may be used during classroom instructional time as permitted by the classroom teacher.
- Students may access the school's network. The primary purpose of the network is to support those engaged in academic work; therefore, students may not use the school's computers or personal non-disruptive devices for any other reason.
- Students are to adhere to all laws concerning the use and distribution of copyrighted software and materials.
- Students are to use appropriate and respectful language at all times.
- Students are responsible for their accounts at all times and not to share user names and passwords.
- All rules governing plagiarism apply to information found by the computer: Copying and pasting is plagiarism.
- Students may only access electronic mail at the permission of the teacher or administration.
- Students are to handle all school equipment carefully or they will be held responsible to replace it.
- The school makes no warranties of any kind whether expressed or implied for the information gained through the internet.
- The school will not be held liable for broken, stolen, or lost personal non-disruptive devices.
- Use of school owned equipment and internet access is monitored, and employees and students have no expectation of privacy in activities utilizing school or conference owned equipment or networks, whether the use is on or off contract time.

**Mobile/Cell Phones** No students, in grades Pre-Kindergarten through fourth grade, may bring a cell phone to class. Special allowance is being made for students in fifth through eighth grades to bring cell phones to school; however, these phones must be labeled with the student's name, turned off, and turned in to the teacher at the beginning of the school day. Phones will be returned at the end of the school day. The Conference and school reserves the right to inspect the files of all electronic devices used in violation of the handbook. The school will not be held liable for broken, stolen, or lost mobile/cell phones.

**Social Networking** Employees who maintain personal social networking sites shall not allow the school's students to access personal sites, excepting members of immediate family.

Students who engage in personal social networking outside of the school will be held liable for profanity, obscenities, bullying, derogatory statements, harassment, or statements indicating intent to harm, damage, or deface school property, or such incidents. This includes statements directed toward another student of the school, a parent of the school, a faculty or staff member of the school, any member of the local board of the school, the pastoral staff of the constituent church(es), or staff members of the South Atlantic Conference of Seventh-day Adventists. When notification of such violation is brought to the attention of the school board or the principal of the school, immediate disciplinary action will be taken. Disciplinary action strives to be corrective in nature, but may lead to expulsion by the consent of the school board of education.

Personally identifiable student information, to include photographs, continues to be subject to the Family Education and Rights in Privacy Act (FERPA) and shall not be included on personal sites, unless the student is a family member.

**Consequences for inappropriate use of electronic devices** Violation of the appropriate use of electronic devices, as described above, will result in an immediate office referral by the classroom teacher. Two referrals will result in an out-of-school suspension. Three referrals will result in confiscation of the device, turned over to the office, and a fine of \$100 to be paid by the parents, not placed on the school bill. The device will be returned to the parents when the fine has been paid.

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Parent Signature

Date

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Student Signature

Date

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Teacher Signature

Date