



ADMINISTRATIVE PROCEDURES

SUBJECT: Bring Your Own Device (BYOD) Procedures

The Lambton Kent District School Board believes that technology can be a powerful tool to enhance learning. We are committed to innovation and continuous improvement. We will incorporate and model 21st century practices, global perspectives, and technologies. We believe that it is our role as educators in the 21st century to help our students to be responsible users of technology, and to use these tools where possible to enhance student achievement.

Definition of Personal Devices

Personal devices may include: compact mobile devices, tablets, netbooks, laptops, as well as gaming devices and smart phones that have access to the internet.

Use of Personal Devices

Individual teachers may, at their discretion, invite students to bring personal devices to class, on designated days and for specific educational purposes. Opportunities will vary from class to class based on units of study, appropriateness of certain tools, age and experience of students, etc.

The use of personal devices in classrooms will be carefully planned, guided and supported by teachers. Such use may include: carrying out online research, creation of multimedia content such as videos, audio etc., commenting on blogs, adding content to a wiki or website, participating in online discussions, word processing, and accessing Web 2.0 applications.

Use of Personal Devices Guidelines

Students may be permitted to bring personal devices to school, provided that the following guidelines are understood and adhered to:

1. The Acceptable Use of Technology for Students Administrative Procedures must be followed.
2. Devices may be connected to the guest wifi network. However, devices must not be physically connected into the wired network, and devices must not be connected to a school computer.
3. The use of personal devices in the classroom is for learning purposes only as directed by a teacher.
4. Students and staff must agree that personal devices used for learning purposes in the classroom may be used for collaborative learning purposes.

5. Students are responsible for maintaining their personal device at all times (e.g., ensuring the device is fully charged, ensuring that apps are downloaded, troubleshooting, connecting to the guest wireless network).
6. Devices must not be used to take pictures or record video of other students unless under the direct supervision of a teacher. Any of these types of files that are inadvertently taken must be deleted before the device goes home. **Please be aware that taking photos in private areas such as: locker rooms, washrooms, and dressing areas at any time would be in violation of the school's Code of Conduct, Criminal Code, and Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and may be subject to internal and external disciplinary consequences.**
7. Students are fully responsible for their own devices, whether lost, stolen or damaged.

Consequences

Any violation of the Acceptable Use of Technology and BYOD Procedures may result in disciplinary action, which may include police involvement.

Implementation Date: October 1, 2013
Reference: Acceptable Use of Technology Policy, Regulations and Procedures