

Bring Your Own Technology (BYOT) Policy and Agreement

Gateway Preparatory Academy Student/Parent Policy for use of a Privately-Owned Electronic Device

Gateway Preparatory Academy (GPA) provides electronic devices to students at a 1:1 ratio – one device for one student – in grades 4th through 8th while students are at school. Gateway Preparatory Academy expects students to use Gateway owned electronic devices for all academic work while at school.

Students will not bring personal electronic devices to school for use during the day. Personal devices are often a distraction in the learning environment. However, Gateway Preparatory Academy will allow students to use privately owned electronic devices to access the GPA wireless network at the teacher's request under unusual circumstances. This may include, failure to maintain an 1:1 ratio of student to technology, special projects, work in different environments, i.e. playground, outside. Personal devices are only allowed with teacher permission. This wireless access provided to the devices is designed to enhance our student's educational experience and outcomes. Connecting to the GPA Wi-Fi network with personal devices is a privilege, not a right, and it is NOT a requirement for students in GPA. Permission to bring and use privately owned devices is contingent upon adherence to GPA guidelines. If a privately owned device is used by a student to disrupt the educational environment, in the sole opinion of GPA, that student's privileges may be limited or revoked.

General Rules

1. As appropriate any GPA student may use a privately owned electronic "Internet ready" device on the GPA wireless network by completing and submitting the attached BYOT Policy Agreement to his/her mentor teacher. For each student the appropriateness of granting this privilege, shall be the sole decision of the student's teacher and/or educational team and the school administration.
2. Parents will be notified when students are allowed to bring privately-owned electronic devices for use at school.
3. The use of the privately-owned electronic device is solely limited to support and enhance instructional activities currently occurring in the classroom environment contingent on teacher permission. Such devices may not be used in the hallways, lunchroom or playground.
4. Recognizing that all such devices may not be appropriate for instructional situations, personal electronic devices will be considered for classroom use if they are mobile and have the capability of browsing the Internet. These items include, but are not limited to: laptops, netbooks, tablets, cell phones, e-readers and handheld gaming devices. The final determination of devices that are appropriate to connect to the GPA network rests with the school administration.
5. Students are prohibited from accessing the Internet at school using private 3G or 4G subscriptions through their own Internet Service Provider.

6. Connecting a privately-owned electronic device may not be successful if the technical specifications for wireless protocol are not met. Devices must use 802.11g or 802.11n Wi-Fi connectivity only to access the district's wireless network.
7. No privately-owned electronic device may be attached to any GPA network if a signed Computer Use Policy form and BYOT policy form are not on file in the GPA student information system.
8. All information related to the privately-owned electronic device(s) that is requested by this form will be submitted by the student prior to accessing the network.
9. No student shall establish a wireless ad-hoc or peer-to-peer network using his/her electronic device or any other wireless device while on school grounds. This includes, but is not limited to using a privately-owned electronic device as a cabled or wireless hotspot. Example: Using a personal device as a server so that students can play an online game; e.g. Battlefield Heroes, Warflow.
10. No privately-owned electronic device should ever be connected by cable to the GPA network. Network access is provided via Wi-Fi / wireless connection only. No one is allowed to connect a privately-owned electronic device to the network by an Ethernet cable plugged into a data jack in the school. Violation of this term will result in disciplinary action and revocation of access to the network.
11. Teacher permission is necessary for all student use of a privately-owned electronic device during each instance of classroom instruction or class study period.
12. Voice, video, and image capture applications may only be used with prior written teacher permission and for specific instructional purpose(s).
13. The teacher may request at any time that the privately-owned electronic device be turned off and put away. Failure to do so may result in disciplinary action and revocation of access to the network. See GPA's Student Computer Use Policy.
14. Sound should be muted unless the teacher grants permission for use of sound associated with the instructional activities.
15. The privately-owned electronic device owner is the only person allowed to use the device.
16. No student shall provide another student or individual with logon credentials. In the event that individually unique logon credentials are provided, no student shall use another student's or individual's logon credentials.
17. No student shall knowingly attempt to gain access to any computer, computer system, computer network, information storage media, or peripheral equipment (printers, scanners, etc.) without the consent of authorized school personnel.
18. No school-owned academic or productivity software can be installed on personal devices.
19. No student shall use any computer or device to illegally collect any electronic data or disrupt networking services. Students may not engage in any malicious use, disruption or harm to the school network, Internet services, learning environment or any other electronic device owned by the school, any school personnel and/or student.
20. Students may not attempt to use any software, utilities or other means to access Internet sites or content blocked by school internet filters.
21. Under the provisions of the BYOT program, parents who choose to allow students to use their own technology and students who bring personal technology do so knowing that it will diminish

their expectation of privacy regarding their personal electronic device while at school. The school reserves the right to search a privately-owned electronic device in accordance with applicable laws and policies if there is reasonable suspicion that the student has violated GPA policies, administrative procedures, school rules, or engaged in other misconduct while using the device.

22. Devices are brought to school at the students' and parents' own risk. In the unlikely event that a privately-owned device is lost, stolen or damaged, GPA is not responsible for any financial or data loss.

Consequences of General Use

Violation of school policies, local, state and/or federal laws while using a personal electronic device on the GPA wireless network will result in appropriate disciplinary and/or legal action as specified in the Student Handbook and Conduct Code, School Board policy as well as by local, state and/or federal law.

Privately Owned Electronic Device Security Risks

Laptops and other portable electronic devices are vulnerable to loss and theft. GPA recommends such devices should be engraved or otherwise permanently marked with owner information. Students and parents who choose to allow their children to bring privately owned electronic devices on school property with permission must assume total responsibility for these devices and be aware of all risks. If a privately-owned electronic device is stolen, this must be reported to an administrator immediately. Per GPA policy, the school will not accept responsibility for loss, damage, theft, or non-working personal property. Laptops and all other personal electronic devices that are lost, stolen, or damaged are the responsibility of the student and their parents or guardians. School personnel cannot and will not attempt to repair, correct, troubleshoot, or be responsible for malfunctioning personal hardware or software.

GPA reserves the right to examine the privately-owned electronic device and search its contents if there is reason to believe that school policies or local, state and/or federal laws have been violated. In the event that a student believes that his/her password has been compromised, he/she should immediately reset his/her password using a school computer.

Board reviewed and approved:

May 9th, 2019

Gateway Preparatory Academy Student/Parent Policy Form for use of a Privately Owned Electronic Device

Student Name _____ Student ID # _____ Grade: _____

Privately Owned Electronic Device Information:

1) Brand Name/Model:
Serial Number:
Virus Software Installed if applicable:

Parent and Student Agreement

- I/we have read the GPA BYOT Policy Agreement concerning the use and connection of privately owned electronic devices to the GPA wireless network and understand and agree to the terms and conditions herein. I/we understand that this policy form and the privilege to use privately owned electronic devices in school can be revoked at any time.
- I/we understand that assignments and projects may be posted to teacher approved blogs, Google Docs, Summit Learning, and other Web 2.0 hosting sites. This may include personally identifiable information that may be classified as an educational record under FERPA (Family Education Records and Privacy Act).
- I/we have signed and returned the GPA Computer Use Policy for the student indicated below.
- I/we understand that violation of these provisions may result in the confiscation of a personal electronic device by the school administration, any other designated school district representative, or local law enforcement and that legal action may occur according to law.
- I/we understand that we are responsible for compensating the school for any losses, costs or damages incurred due to violations of GPA Board policies/procedures and school rules by the student in conjunction with the use of his/her personal electronic device, including the cost of investigating such violations.
- I/we give permission for my student, (please print name) _____ to use the personal electronic device(s) listed above on the wireless network at Gateway Preparatory Academy.

Parent Signature _____ Date _____

I understand the above rules and policy for connecting a personal electronic device to the wireless network at Gateway Preparatory Academy and I agree to follow the rules outlined.

Student Signature _____ Date _____