

Students

**SUBJECT: STUDENT USE OF PERSONAL ELECTRONIC DEVICES – Bring Your Own Device (BYOD)**

The Board of Education seeks to maintain a safe and secure environment for students and staff. Advances in technology have made it possible to expand the learning environment beyond traditional classroom boundaries. Lancaster Central School District grants its students the privilege of using personal electronic devices for academic and personal use within the guidelines as outlined in this policy. Using personal electronic devices during instructional time can enable students to explore new concepts, personalize their learning experience and expand their global learning opportunities. Additionally, the use of personal electronic devices is ubiquitous in today's society and standards for student use during non-instructional time should adapt to this change.

This policy is intended to protect the security and integrity of the District's data and technology infrastructure. Limited exceptions to the policy may occur due to variations in devices and platforms.

This policy defines the use of personal electronic devices and reinforces the standard that all use, regardless of its purpose, must follow the guidelines outlined in the Student Acceptable Use Policy (AUP), the Lancaster Central School District *Code of Conduct*, and the Dignity for All Students Act.

Personal electronic devices are limited to laptop computers (Microsoft Windows, Apple, and Google Chrome platforms), tablet devices (iOS, Android and Windows platforms), and smartphones (iOS, Android, Blackberry and Windows platforms).

Personal electronic device use by students is permitted during the school day and is expected to be in support of educational activities. The District defines acceptable academic use as activities that directly or indirectly support the instructional practices of our school. Teachers will indicate when and if classroom use is acceptable. Students must act responsibly and thoughtfully when using personal electronic devices. Personal electronic devices must remain in silent mode at all times except when being used for instructional purposes and permission has been granted by the teacher.

District campuses utilize four wireless levels. Each of these levels defined below are under the direct supervision and authority of the responsible teacher or staff member.

- a. Level 1 – All personal electronic device use is strictly prohibited.
- b. Level 2 – Personal electronic device use is available only through direct request of the appropriate supervising teacher or staff member for each instance.
- c. Level 3 – Personal electronic device use is available based on check-in with the area supervisor.
- d. Level 4 – Personal electronic device use is openly available.

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Personal electronic devices may not be connected to the network by a network cable plugged into a data outlet. Network access is provided via wireless access only.

Personal electronic devices may not be used to establish a wireless ad-hoc or peer-to-peer network while connected to the District's network. This includes, but is not limited to, using a personal device as a cabled or wireless hotspot.

Personal electronic devices are not to be shared or accessed by other students or users.

Student use of a personal electronic device must not disrupt the learning of others. Sounds must be muted at all times unless explicit permission is granted by a teacher or staff member for each instance.

The Board of Education expressly prohibits use of any personal electronic device in locker rooms, restrooms, health offices, pool areas, and any other areas where a person would reasonably expect some degree of personal privacy. In these areas, all personal electronic device use is strictly prohibited.

Student use of a personal electronic device's camera and video capabilities are restricted in Level 1 areas within the District's campuses. Requests for use of video capabilities require teacher approval for use and these requests may be made in consultation with the appropriate teacher.

The District shall not be liable for the loss, damage, misuse, or theft of any personal electronic device brought to school or on a school-sponsored trip or activity. Personal electronic devices that are brought to school or on a school-sponsored trip or activity are the students' and parents' own risk. In the event that a personal electronic device is lost, stolen, or damaged, the District is not responsible for any financial or data loss.

The District reserves the right to monitor, inspect, examine and/or confiscate a student's personal electronic device and search its contents if there is reasonable suspicion that school and/or District policies or local, state and/or federal laws have been violated. Searches will be limited to circumstances in which there is reasonable suspicion that the search will produce evidence of the suspected misconduct.

Violations of school or District policies, local, state and/or federal laws while using a personal electronic device on the District's wireless network will result in appropriate disciplinary and/or legal action as specified in the District's *Code of Conduct*, District policy as well as by local, state and/or federal law.

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District staff cannot attempt to repair, correct, troubleshoot, or be responsible for malfunctioning personal electronic devices or software contained on a personal electronic device. Connectivity and technical issues that may arise with the personal electronic device remain the responsibility of the owner of the device.

**Prohibition During State Assessments**

All students are prohibited from bringing personal electronic devices into a classroom or other location where a New York State assessment is being administered. Test proctors, test monitors and District officials shall have the right to collect prohibited personal electronic devices prior to the start of the test and hold them while the test is being administered, including break periods. Admission to any assessment will be denied to any student who refuses to relinquish a prohibited device.

Students with disabilities may use certain devices if the device is specified in that student's IEP or 504 plan or a student has provided medical documentation that they require the device during testing.

**Permission**

Students will not be permitted to use personal electronic devices in school or at school functions until they have reviewed the AUP and the applicable sections of the District's *Code of Conduct*. The District reserves the right to restrict student use of District-owned technologies and personal electronic devices on school property or at school-sponsored trips or activities, at the discretion of the administration.

Students must follow the guidelines for use set out in the District's *Code of Conduct* and the AUP at all times. Consequences for misuse will follow guidelines in the District's *Code of Conduct*. The District will develop regulations for the implementation of this policy that shall include, but are not limited to, instructional use, non-instructional use, liability, bullying and cyberbullying, and privacy issues.

NOTE: Refer also to Policies #7315 -- Student Use of Computerized Information Resources (Acceptable Use Policy)  
#7550 -- Dignity for All Students Act  
#7552 -- Bullying in the Schools  
#8271 -- Internet Safety/Internet Content Filtering Policy  
*Code of Conduct*

Adopted: 6/6/16