

# Bring Your Own Device (BYOD)

## Instructional and Administrative Guidelines

The instructional and administrative guidelines below apply to students who opt to bring their own personal device(s) to WCSB schools and school sanctioned/sponsored events.



## Guidelines

- Students must comply with class and school rules and all relevant WCSB Board Policies, including but not limited to WCSB Responsible Use of Technology and Social Media Policy and Technology Security policies, while using technology devices.
- Staff must request at any time that students turn off and put away devices. Failure to do so may result in disciplinary action and/or revocation of privileges.
- Individuals assume full responsibility for their devices, including safety, security and maintenance.
- When not in use, all devices must be in silent mode.
- Schools may designate use locations and/or times. Device MAY NOT be used in locker rooms or bathrooms at any time.
- Students MAY NOT upload or share photos or record audio during school hours.
- Any disruption to class or other educational activity may result in disciplinary action.
- The placing and answering of personal phone calls, personal texts or personal emails during instructional time is prohibited.
- Students are not required to use their data plans to access instructional materials. If approved, students may connect to WCSB internet. However, access is limited.

## Loss & Theft

Portable electronic devices are vulnerable to loss or theft. We highly encourage students and parents to engrave or permanently mark their devices with owner information. Students and parents must assume total responsibility for any privately owned technology used at WCSB schools and school sanctioned/sponsored events. If a privately owned device is stolen, the victim must immediately report the incident to a school administrator; however, WCSB will not accept any responsibility for any lost or stolen privately owned electronic device. School staff cannot attempt to repair, correct, troubleshoot, or be responsible for malfunctioning privately owned technology.

**WCSB is not responsible for any possible device charges to your account that might be incurred during approved school-related use.**

