

BRING-YOUR-OWN-DIGITAL-DEVICE POLICY
LAPTOP PURCHASE & USE REQUIREMENT
2024 - 2025

1.1 SCOPE of POLICY

Saint Olaf Catholic School has in place a Bring Your Own Digital Device policy that gives students the privilege to use at school their own digital device (referred to as 'BYODD Policy'), which is a device provided by parent(s)/guardian(s) or third party, but not provided by the school. The school is committed to educate and guide all in the school community on how to effectively supplement learning and promote personal responsibility using digital technologies, related digital communications and digital tools and services, and certify a legal, compliant, responsible, ethical, and safe use.

Digital devices to which this policy applies to are devices [laptops, eBooks, tablets, smart watches] that are Internet enabled, equipped with Near Field Communication, and/or with Wi-Fi transceivers in the b/n/g/ac/ax bands running Windows, Android, Chrome OS, Linux, iOS, or Mac OS operating systems.

1.2 ACCEPTABLE BYODD USE

No student's personal digital device shall be allowed on school premises and/or granted connection to an Internet Service Provider via a school access point [a StOlaf.EDU LAN served IP address] unless the following conditions are met:

- A parent(s)/guardian(s) provides a signed permission to the school that the student may use a privately-owned digital device at school
- Parent(s)/guardian(s) understand and acknowledge that the school is not responsible/liable, or will take any compensatory action for a device, or any of its peripherals, which are vandalized, damaged/broken, lost, or stolen
- All devices must be labeled externally and/or internally with the student's name
- Student must participate once per academic year in an 'Internet Safe-use' orientation provided by the school and/or accredited organization
- The student's device Media Access Control Address [MAC] is disclosed and registered as 'allowed' on school domain network firewalls/servers, or other relevant authentication methods, by school IT personnel or Administrators
- Students, parent(s) and/or guardian(s) agree to disclose usernames, PINs, biometric IDs & passwords to access the device in any situation, time or place deemed reasonable, legally necessary by school Administrators or appropriate civil authorities
- The parent(s)/guardian(s)/student comply with all terms & conditions of the school's global Responsible Use Policy for Digital Technologies & Communications (RUPDTC)
- The use of a digital device in a classroom or any other school location, must be authorized by administrators, staff or faculty supervising/instructing the student.

- **1.3 5th, 6th, 7th, 8th GRADE STUDENTS REQUIRED TO OWN & USE A LAPTOP**

Saint Olaf Catholic School requires all 5th, 6th, 7th, and 8th grade parent(s)/guardian(s) or third party to provide a specifications compliant laptop to their student(s). It is an essential educational tool that indeed supports Next Generation Science Standards, International Society for Technology in Education (both STEM curricula), as well as all core subject instruction which have significant digitally accessed instructional components.

Because the school places utmost importance on having middle school students prepared for Diocesan high schools, it is vital that each student has their own laptop [not a Chromebook, smartphone, tablet, or eBook] and sufficient experience in using Cloud-based platforms and services. To be enrolled at a Catholic High School it is also required that each student have their own laptop.

- **1.5 AUTHORIZATION TO REGISTER PRIVATE DEVICE MAC**

Any type of privately-owned device used by a student on school premises must be authorized by a parent(s)/guardian(s) and have its MAC address registered in the school's firewall/server records. The use of any privately owned device is governed by the policies and conditions published in the school's Parent/Student Handbook, RUPDTC (Responsible Use Policy of Digital Technologies & Communications and this BYODD policy. Use of any digital technologies must be CIPA (Federal Child Internet Protection Act) and COPPA (Children's Online Privacy Protection Act) compliant, and compliant with any other local, state, or federal statute in effect during the term of this document.

- **1.6 ALTERNATE USER PROFILES AND/OR PARENTAL CONTROLS, ANTI MALWARE APPS**

Non-school (alternate) user (student(s)) profiles and parental controls are not recommended to be active on devices used by students at school. Parent(s)/guardian(s) keeping these settings and services active on a student's computer or device, must, when necessary, provide school administrators and IT managers the appropriate information and permission to disengage profiles and deactivate parental controls for school, academic testing, and instructional purposes.

- **1.7 THIRD PARTY ANTIVIRUS/MALWARE SOFTWARE**

Non-operating system based and/or third-party antivirus/malware software is not recommended. Parent(s)/guardian(s) keeping this type of software and/or services active on a student's computer or device, must, when necessary, provide school administrators and IT managers the appropriate information and permission to disengage it when necessary for school, academic testing, and instructional purposes.

Indicates minimum system specifications for a BYODD compliant device. STOLAFCS only provides support for connections to the school's LAN/Wi-Fi & peripheral resources. Saint Olaf does not provide technical, OS, settings, peripheral connectivity, configuration, software, or hardware support for privately owned devices.

5th, 6th, 7th & 8th grades

Specification	WINDOWS Laptop Apple	MacBook (Air/Pro)
Operating System	WIN 11	macOS 13 or newer
RAM (DDR4/5)	8GB or more	8GB or more
USB A/C v3/v4 ports	Yes	Yes
Mouse Yes Yes	Yes	Yes
HDMI port	Yes	Yes
CD/DVD/ROM	No	No
RJ45 Ethernet port	Recommended	(adapter needed)
Wi-Fi mandatory	802.11 ac, ax 5/6GHz	802.11 ac, ax 5/6GHz
Screen Res./Diag. Size HD	HD 11.6" or larger	HD 13" or larger
Touch Screen	Not recommended	Not available
Internal storage	256 GB or more	256 GB or more
3G/4G/5G WWAN	Not permitted	Not permitted
Bluetooth/Miracast/NFC	Yes	Yes
AC Adapter/Charger	Yes, two	Yes, two
Battery life	Minimum of 6 hrs.	Minimum of 6 hrs.

Rosetta Stone users via Utah Online School accounts

ESSENTIAL	ESSENTIAL HIGHLY RECOMMENDED
Headphones or earbuds & microphone	Headphones with incorporated boom microphone
IMPORTANT: Rosetta Stone cannot be used with tablets or smartphones	

NOTE: Tablets, Chromebooks, smartphones & eBooks do not meet BYODD requirements. Low priced (<\$500) Pentium or Celeron based devices do not meet specifications.