Delaware County Christian School

1:1 Device Policy

BYOD and School-Issued

Upper School

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Introduction

Technology is a valuable part of the learning environment at Delaware County Christian School. When integrated intentionally, it supports student learning, facilitates communication, and prepares students for college and career readiness. In keeping with the school's mission, technology is used to help students grow in wisdom and discernment as they engage the world around them.

At the same time, technology is not always the best tool for every situation. Deep thinking, face-to-face collaboration, and healthy habits of attention and reflection remain priorities in our classrooms. Devices are used when they meaningfully enhance learning, not simply for the sake of using them. The goal is to cultivate students who are thoughtful, present, and capable of using technology with purpose and integrity.

To support these aims, DC maintains a 1:1 device model in the Upper School. Each student must select one of two device options at the start of the academic year:

> **Option 1: Bring Your Own Device (BYOD)** – Students may use a personally-owned device that meets the school's minimum requirements and is approved through the BYOD program.

> **Option 2: School-Issued Device** – Students may use a device provided by the school for the duration of the school year.

Students may use only the selected device for academic and school-related technology use during the school day. A signed agreement confirming this selection is required annually.

General Expectations for All Upper School Devices

(Applies to both School-Issued and BYOD options)

Regardless of device choice, all students are held to the same standards of conduct, academic integrity, and responsible digital citizenship. The policies outlined in the following sections—along with alignment to DC's Responsible Use Policy and Student-Parent Handbook—apply to all students and are designed to promote safe, respectful, and productive use of technology across our school community.

Daily Use
- Devices must be brought to school each day, fully charged and ready for use.
- The teacher will manage the use of the device in the classroom. Whether a particular day's learning will benefit from the device is up to the discretion of the teacher.
- Use is restricted to school-related academic activities during the school day.
- Students will not have access to printers via their devices at school.

Personal Responsibility
- Devices are assigned to individual students, and the responsibility for the care of their assigned or registered device rests solely with that student. Devices should not be shared or loaned to others.
- Devices must be stored and handled carefully. Avoid unsecured areas such as unlocked lockers, vehicles, or public spaces.
- Protective cases are strongly recommended to help prevent damage from everyday use. DC does not provide cases.

Privacy & Monitoring
- There is no expectation of privacy when using a device—BYOD or school-issued—while connected to DC's network or when used for any school-related activity.
- Student device activity, including access to Google Workspace and Blackbaud, is subject to school monitoring and usage policies.

Bring Your Own Device (BYOD)

Delaware County Christian School offers a Bring Your Own Device (BYOD) option in the Upper School to provide flexibility for families who prefer to supply their own technology. This option supports our commitment to stewardship, individual responsibility, and readiness for a digital academic environment. Students participating in the BYOD program must use their devices for educational purposes only and follow all guidelines outlined in this policy and the school's Responsible Use Policy.

Permitted Devices & Registration

All devices must:

- Be registered with the DC IT Team before being connected to the DC network. Communication will be sent out to those students who selected the BYOD option prior to the start of the school year with specific information about time and location for device registration.
- Meet the school's minimum device requirements:
    - have current antivirus and anti-malware protection installed and running
    - be able to connect to the school WiFi (WiFi N/AX Compatible)
    - have the Google Chrome Browser installed

Smartphones and wearable devices are not permitted as BYOD devices.

Recommendations

The following device specifications are **not required** but are **strongly recommended** based on what best supports student success in a digital learning environment. Devices that meet these recommendations are more likely to perform reliably across all academic tasks and integrate seamlessly with school platforms and instructional tools.

- **Device Type**: 2-in-1 device - a device that combines a keyboard and touchscreen functionality—such as a laptop with tablet mode or a tablet with a full keyboard. This recommendation could also be accomplished by registering two devices: a laptop and separate tablet (i.e. Macbook and iPad).
- **Operating System**: Microsoft Windows 11 or higher, macOS 12 or newer, Google ChromeOS (Chromebooks permitted)
- **Processor**: Intel Series 2, Apple M Series
- **Memory (RAM)**: 16GB minimum
- **Storage**: 256GB SSD minimum
- **Ports**: At least 1 USB-C port
- **Battery Life**: 8+ hours of usable battery life to support all-day use without charging
- **Screen**: 13" or larger touch screen

Access to School Tools

Devices in the BYOD option must be capable of accessing and functioning reliably with the following platforms:

- Google Workspace for Education (Gmail, Docs, Slides, Drive, etc.)
- Blackbaud Student Information System (including LMS features)

Security & Privacy

- All devices in the BYOD option must have current antivirus and anti-malware protection installed and running.
- Students are responsible for keeping their devices secure and password protected.
- DC reserves the right to inspect a personally-owned device if there is reasonable suspicion that school policies or local, state, or federal laws have been violated.
- There is no expectation of privacy for any content or activity conducted on a BYOD device while it is connected to school networks or used for school-related purposes.

Support, Repairs, and Liability

- The DC IT team will provide <u>basic</u> support for personally owned devices limited to assistance in connecting those devices to the DC network and resources.
- DC will not provide service, repair, or advanced technical support for personally-owned devices.
- The school is not liable for loss, theft, damage, or software/hardware malfunctions of BYOD devices.
- Students and parents accept full responsibility for device maintenance, security, and updates.

Responsible Use & Consequences

All BYOD use must comply with DC's Responsible Use Policy and Student-Parent Handbook.

Misuse of a personal device—including unauthorized use during class or use for non-school purposes—may result in disciplinary action or revocation of BYOD privileges.

School-Issued Device

Delaware County Christian School provides school-issued devices for students who do not participate in the BYOD program. These devices are supplied to ensure that all students have access to the tools required for learning, collaboration, and communication in a digitally integrated academic environment. Students who choose this option are expected to care for the device responsibly, use it for school-related purposes only, and comply with all technology guidelines and expectations set by the school.

Distribution & Return
- School-issued devices are distributed at the start of the academic year and must be returned at the end of the year or immediately upon withdrawal from DC.
- Devices remain the property of the school and may be collected or inspected at any time for maintenance, updates, or policy enforcement.

Restrictions & Monitoring
- All school-issued devices are managed by the school's IT department and are configured with content filters, monitoring software, and restrictions to support a safe and focused learning environment.
- Students may not remove management settings, install unauthorized software, or alter system configurations.
- There is no expectation of privacy when using a school-issued device. All usage—**on and off campus**—may be monitored and logged in accordance with school policy.

Damage, Loss, Theft, and Repairs
Students and families are responsible for the proper care and handling of school-issued devices and accessories. All damage, malfunction, or loss must be reported to the Technology Office immediately.

DC will handle repairs related to technical issues and normal wear. However, families may be charged for repairs resulting from accidental, negligent, or intentional damage, as well as for lost or stolen items. Unapproved markings or physical alterations to the device, charger, or accessories may be treated as damage and may incur additional costs for repair or replacement.

The Technology Office will evaluate the situation and determine any applicable fees.

Steps for Reporting Device Issues
1. For damage or technical problems: Bring the device to the Technology Office for evaluation. Issues that can be resolved immediately will be fixed on the spot. If the device requires further repair, a form will be assigned in Blackbaud to be completed by both student and parent.
2. For loss or theft: Contact the Technology Office at dcit@dccs.org to inform DC of your lost or stolen device. A form will be issued in Blackbaud to be completed by both student and parent. If a device is stolen off-campus, a police report must be filed, and a case number provided to the school.

3. After form completion in Blackbaud, the student and parent will be notified by the Technology Office regarding costs incurred for repair or replacement.
4. The student will receive a loaner or replacement device.

Possible Costs

Families should be aware that accepting a school-issued device comes with the responsibility to care for that device and its accessories. The table below outlines the **maximum potential costs** that may be charged in the event of loss or damage to school-issued equipment. Actual costs will depend on the specific device or item and the nature of the incident, as determined by the Technology Office.

ITEM	MAX COST	DESCRIPTION
Screen Repair	$350	Repair for a cracked, broken or damaged screen
Full Device Replacement	$1,400	Replacement cost for lost, stolen, or unrepairable device
Power Supply Replacement	$60	Replacement cost for a broken or lost power supply
Pen Replacement	$45	Replacement cost for a lost or broken digital pen

Support & Updates
- School-issued devices are supported by the Technology Office, including software updates, system troubleshooting, security patches and system updates, and hardware repairs.
- Students should not attempt to fix device issues themselves or take the device to an outside repair service.

Responsible Use & Consequences
- Students must use school-issued devices in accordance with the school's Responsible Use Policy and Student-Parent Handbook.
- Inappropriate use of a school-issued device—such as bypassing filters, installing unapproved apps, or using the device for non-school purposes—may result in disciplinary action, restriction of privileges, or confiscation of the device.

Delaware County Christian School reserves the right to modify this agreement or its terms at any time.