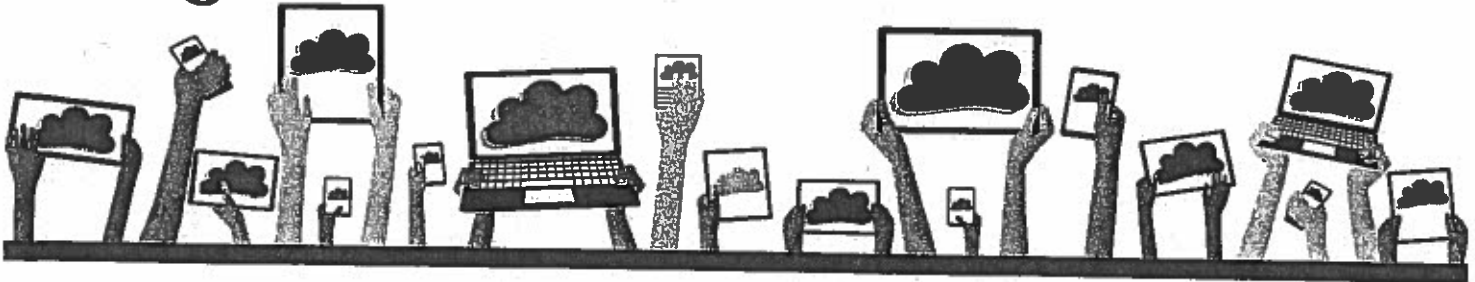


BYOD

Bring Your Own Device



Why BYOD?

BYOD means Bring Your Own Device to school. BYOD has been developed to enhance student learning and teachers have been trained to incorporate innovative experiences using technology in the classroom. Our students are already leaders in the use of technology, now we want to help them optimize their learning in a way that sets them up for success in the 21st Century Classroom.

The use of technology empowers students to take more control of their learning. It exposes them to different perspectives and opens a window to the world. Here are some of the ways students may use devices:

- Access online calendars, planners and maps
- Classroom and homework websites
- Researching and planning
- Photography and video creation
- Wikis, blogs, podcasts and video conferencing
- Office productivity, word processing and spreadsheets
- Presentations and collaborative work

Access for All

We understand that not all parents can or want to send a personal device to school. The choice is yours. The board has invested in technology to ensure that every student has access to a device.

Digital Citizenship

We are preparing our students for a rapidly changing world where the use of technology is normal and expected. Through BYOD our teachers support students in learning to use devices safely, effectively, ethically and respectfully. Our Electronic Communications and Social Media Use and Information and Communications Technology Use policies guide best practices and outline expectations. Visit the board's website to view the complete policies.

Securing Devices

If you are comfortable sending a personal device with your child to school, please be aware that responsible use and securing the device is the responsibility of your child. If you feel the personal device is not safe at school, then it should remain at home. Teachers have a plan to assist in keeping personal devices secure; however, ultimately students are responsible for lost, stolen and/or damaged personal devices.

Types of Devices

Devices that you may choose to send to school, or that our students will have access to in the classroom can include:

- Netbooks
- Laptops
- Tablets
- Smartphones
- iPads, iPods, iPhones



Our Wireless Networks

Students will use devices to access the internet via the BHNCD SB network. Our network has been optimized to provide excellent connectivity and uses a complex filter that protects our students against exposure to inappropriate content. Keeping our students safe is always a priority and our BYOD initiative has been well-researched and based on best practices of school boards from across the province.



Learn More about BHNCD SB BYOD

The Brant Haldimand Norfolk Catholic District School Board provides faith formation and academic excellence, which enable our graduates to live a life of love and service in Christ. For more information about the BHNCD SB BYOD initiative see https://youtu.be/FKIYKsX_5_Y. If you have any questions or concerns please contact your classroom teacher or school principal.



BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD

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Dear Parent/ Guardian,

We are pleased to inform you that your child's school will be one of ten schools across the Brant Haldimand Norfolk Catholic District School Board to participate in Phase 2 of the Bring Your Own Device (BYOD) Project. The BYOD project will enable students to bring personally owned devices into the classroom, and when supervised by a teacher, use them in conjunction with curriculum based learning experiences that will further enhance their learning. Participation in this project is not mandatory, and should your family choose to opt out of sending personally owned devices to school, your child will still participate in all learning activities through the use of a board owned device.

Attached to this letter are two pieces of information regarding this exciting learning opportunity. The fact sheet and consent form provide parents/guardians with the information they need to make an informed decision around this project. The BHNCD SB Administrative Procedure *Digital Citizenship and Bring Your Own Device AP 600.34* can be found on your school's website. Additional information regarding Information Technology can be found on the board website. Please direct and further questions or concerns to your child's teacher or principal.

Sincerely,

A handwritten signature in cursive script that reads "M. Shypula".

Michelle Shypula

Superintendent of Education

St. Joseph's Catholic Elementary School

Cell Phone/Device Responsible Use Guidelines and Acceptable Use Policy

Purpose:

St. Joseph's Catholic Elementary School uses instructional technology as one way of enhancing our mission to teach the skills, knowledge and behaviours students will need as responsible citizens in the global community. Students learn collaboration, communication, creativity and critical thinking in a variety of ways throughout the school day. St. Joseph's Catholic Elementary School will allow personal devices such as cell phones, smartphones, iPods, iPads, or tablets on school grounds for students who follow the responsibilities and guidelines stated in this **Acceptable Use School Policy**.

Guidelines:

1. Students must adhere to the BHNCD SB - Student Information and Technology Communications Use Agreement.
2. Each teacher has the discretion to allow and regulate the use of personal devices in the classroom and on specific projects.
3. Approved devices **must be in silent mode** on school property, unless otherwise allowed by a teacher.
4. Headphones may only be used with teacher permission. Walking down the hallway with headphones being used is not permitted. External speakers are permitted only at the discretion of the classroom teacher.
5. Devices **may not be used** to look up answers on assignments, quizzes, or tests.
6. Devices **may not be used** for non-instructional purposes on school property during instructional times which includes making personal phone calls, text messaging, and accessing social or gaming media.
7. Devices **may not be used** to record, transmit or post images or video of a person or persons on school property during school activities or school hours unless allowed by a teacher for the purpose of an assignment or lesson.
8. Devices may not be used in any areas where an expectation of privacy is anticipated (washrooms, change rooms, etc).
9. Devices **may not be used** outside during scheduled breaks. Inside use during breaks is allowed only with the classroom teacher's permission.

Students and Parents/Guardians acknowledge:

1. Personal devices should be charged prior to school and run on battery power while at school. Charging devices will not be permitted at St. Joseph's Catholic Elementary School.
2. Each user is responsible for his/her own device and he/she should use it responsibly and appropriately.
3. St. Joseph's Catholic Elementary School takes no responsibility for stolen, lost or damaged devices. While school staff may help students to keep personal devices secure, students will have the final responsibility for securing their personal devices.
4. Parents who need to contact their child during the school day **must call the office**. Students needing to contact their parents during the school day **must do so through the office**. If use of cellphone to contact parents is absolutely necessary, students will ask the teacher for permission before using their personal devices so they aware of the situation.

Specific Project Consent Form

Dear Parent/Guardian:

Your child's school is part of the Board's Bring Your Own Device (BYOD) Phase 2 Project. BYOD has been developed to enhance student learning and teachers have been trained to incorporate innovative experiences using technology in the classroom. Please review the BYOD factsheet for details about accessibility, what it means to bring a personal device to school, safety and best practices and other details of this pilot project.

A personally owned device is any technology device brought into the school and owned by a student (or student's family).

To ensure that parents/guardians remain informed partners in education, we are requesting expressed consent for your child to bring a personally owned device to school.

I have read and understand the information provided on this form and on the accompanying BYOD factsheet AND

Grant permission for my child to bring a personally owned devices(s) to school for use in the BYOD Phase 2 project.

OR

DO NOT grant permission for my child to bring a personally owned devices(s) to school for use in the BYOD Phase 2 project.

Date (month, day, year): _____

Name of student: _____
(please print name of student)

Name of parent/guardian/person of authorization: _____
(please print parent/guardian/person of authorization name – must be over 18 years of age)

Signature of parent/guardian/person of authorization: _____
(please print parent/guardian/person of authorization name – must be over 18 years of age)

Information Collection Authorization

Notice of Collection: The personal information you have provided on this form and any other correspondence relating to your involvement in our programs is collected by the District School Board under the authority of the Education Act (R.S.O. 1990 c.E.2) ss. 58.5, 265 and 266 as amended and in accordance with Section 29(2) of the Municipal Freedom and Protection of Privacy Act, 1989. The information will be used to register and place the student in a school, or for a consistent purpose such as the allocation of staff and resources and to give information to employees to carry out their job duties. In addition, the information may be used to deal with matters of health and safety or discipline and is required to be disclosed in compelling circumstances or for law enforcement matters or in accordance with any other Act. The information will be used in accordance with the Education Act, the regulations, and guidelines issued by the Minister of Education governing the establishment, maintenance, use, retention, transfer and disposal of pupil records. If you have any questions, please contact the school principal and/or the Freedom of Information Officer, Brant Haldimand Norfolk Catholic District School Board, 322 Fairview Drive, Brantford, ON, N3T 5M8 (Telephone 519-756-6505, Ext. 234)



Consequences for not following guidelines:

1. **First offence** - The personal device will be confiscated by the staff member and returned to the student at the end of the day.
2. **Second offence** - The personal device will be confiscated and turned in to the office. Parent will be called to meet with the principal and the device will be returned to the parent. The device will not be allowed at school for one week.
3. **Third offence** - The personal device will be confiscated and the student will lose permission to bring the device to school for an extended period up to and including the remainder of the school year.

Note: The Administration team will decide the specific consequences based on the nature of the infraction and may also lift any suspension of privileges based on the student's demonstrated readiness to take responsibility for the device

ACKNOWLEDGEMENT:

As the parent/guardian of _____, I acknowledge and agree to the above expectations in allowing my child to bring an electronic device to St. Joseph's School.

Parent/Guardian Signature _____

As a student of St. Joseph's School, I _____, acknowledge and agree to the above expectations in order to bring an electronic device to St. Joseph's School.

Student Signature _____

Please note that it is our goal to help develop responsible attitudes, respectful behaviours, and critical thinking skills with the students of St. Joseph's. We embrace the use of technology in your child's learning as well as understand how personal devices (cell phones) provide a level of safety and security for your families. To that end we require a signed agreement for any student to carry/bring an electronic device to St. Joseph's School. Your assistance and support in helping to develop 21st Century Learners is most appreciated.