

Bay District Schools AUP (Acceptable Use Policy)

Terms and Conditions for Using BayNET

Bay District Schools (BDS) offers an exciting opportunity to expand learning through Florida Information Resource Network (FIRN) and the INTERNET, for students, staff, and parents. With this opportunity comes the responsibility for appropriate use. Therefore, we request you carefully read this document and the School Board policy prior to signing the application.

Personal Electronic Mobile Devices

Providing students and staff with a 21st century digital learning environment is part of the mission of Bay District Schools. Beginning with the 2012-2013 school year, BDS will allow high school students to bring their own personal electronic mobile devices (laptops, smart phones, eReaders, iPads, etc.) to use at specified times during the school day. Middle and elementary schools will be allowed to use personal electronic mobile devices when wireless infrastructure is available at the school location. It is not mandatory for students to bring their own personal electronic mobile devices. When personal electronic mobile devices are used to enhance student learning in the classroom, students without personal electronic mobile devices will be provided access to an appropriate digital device. Students who choose to bring their personal electronic mobile devices **MUST** log in and use BDS filtered wireless network during the school day. **Use of personal electronic mobile devices to enhance learning in the classroom will be pursued when deemed appropriate at individual teacher discretion.**

INTERNET OVERVIEW

BayNET is an electronic communications network providing vast, diverse and unique resources. It provides equal access to computing resources to serve public education and promote educational excellence for all Bay District Schools. BayNET facilitates sharing resources, accessing outside information and research, and encouraging technological innovation and worldwide communication through FIRN and/or the INTERNET. When a student brings his/her own personal electronic mobile device to a school campus, it is mandatory that the device utilize the BDS wireless network. For example, a student will choose the designated student wifi, and sign in using his/her BDS username and password to browse the Internet. By logging into the BDS wireless network, they are accepting the terms of the Acceptable Use Policy. Once on the BDS wireless network, all users will have filtered Internet access just as they would on a district owned device.

Possession and Use of Personal Electronic Mobile Devices 7.211

For the purpose of this policy, “personal electronic mobile device” (PEMD) shall include, but not be limited to the following: cellular or satellite telephones of any type, pocket PCs, laptops, tablets, and personal data assistants (“PDA”) owned, used or possessed by a student but shall not include such devices if owned and provided for use by the District.

Beginning 2012–2013, Bay District schools will allow the use of personal electronic mobile devices during specified times. Students will be allowed to bring their own device (BYOD). High schools will be allowed to participate in this initiative beginning with the 2012-2013 school year. Middle and elementary schools will be allowed to use personal electronic mobile devices when wireless infrastructure is available at the school location. BYOD access will be granted only after teachers have participated in BYOD professional development.

It is not mandatory for students to bring their own personal electronic mobile devices. When personal electronic mobile devices are used to enhance student learning in the classroom, students without a PEMD will be provided access to an appropriate digital device. Students who choose to bring their personal electronic mobile devices MUST log in and use BDS filtered wireless network during the school day.

NOTE: Students will bring personal electronic mobile devices to school at their own risk. The district WILL NOT be responsible if a phone or other device is lost, stolen, misplaced, damaged, or confiscated. The district WILL NOT be responsible for virus, malware, or other computer related issues associated with connecting to the BDS network.

Beginning 2012–2013, students may utilize electronic mobile devices in the classroom for educational purposes when the teacher deems appropriate and with a signed AUP on file. While the district encourages students to use electronic mobile devices for educational purposes in the classroom, *high school* students may use these devices during lunch and before and after school. *Middle and elementary students* may use these devices before and after school, not during lunch. All students may use devices in the classroom setting with teacher permission and supervision. Use is STRICTLY prohibited for all students during passing periods due to safety issues.

Use of electronic mobile devices during the school day is a privilege. Adherence to the guidelines below is essential to maintaining an academic environment and the integrity of the classroom.

Teachers that wish to allow students to use mobile devices in the classroom must first participate in professional development opportunities provided by the Bay District Schools Instructional Technology Department.

ELECTRONIC MOBILE DEVICE GUIDELINES

- **Using functions on electronic devices that disrupt the educational environment, from within or from outside the classroom, or violates the rights of others, including, but not limited to using the device to cheat, violate school conduct rules, harass or bully staff or students or use their device for unlawful purposes will be subject to disciplinary action; up to and including suspension, expulsion, and being reported to local authorities.**
- **Cell phone conversations during instruction or class time should take place only under the supervision of staff personnel unless otherwise directed.**
- **Using any device that permits recording voice or image of another in any way that disrupts the educational environment, invades privacy of others, or is made without prior consent of individuals being recorded is prohibited. Also, using any device that permits recording voice or image of another to take, disseminate, transfer, or share audio, images, video, or photos that reveal private parts of the body that are ordinarily covered by clothing is prohibited. The possession of pornographic images or video on any electronic device is prohibited.**
- **Students must comply with staff directives, including but not limited to, using appropriate device volume. When in use, devices must be on vibrate or silent mode so that no audible tone is heard.**

Personal Electronic Mobile Devices misused in accordance with this policy shall be confiscated from the student and only returned to the student's parent upon notification from the school office. Continued misuse of PEMDs may subject the student to disciplinary action, as determined by the principal. Use of a PEMD will subject the student to the possibility of the imposition of disciplinary action by school or criminal penalties if the PEMD is used for the purpose of a criminal act.

The principal, subject to Superintendent and Policy 7.211, has final authority for school personal electronic mobile device implementation.

Parents may request special permission for their student to use cellular or satellite telephones if the parent has requested such use in writing to the school principal and has provided a physician's statement that provisions for immediate medical needs are necessary. If such permission is granted by the principal at the principal's discretion, the cellular telephone will be placed on "vibrate" so not to disturb other students. Misuse of the cellular telephone under these circumstances will subject the student to disciplinary actions, as determined by the principal.

RESOURCES

BayNET serves as an electronic superhighway connecting both thousands of computers all over the world and millions of individual subscribers. Students, teachers, staff and parents will have access to:

1. digital curriculum content
2. worldwide electronic mail;
3. global information and news;
4. public domain and shareware computer software of all types;
5. discussion groups on numerous topics from the environment to music to politics;
6. access to many libraries, such as university libraries and The Library of Congress

BayNET WARNING

With access to computers and people all over the world also comes the availability of material that may not be considered of educational value in the context of the school setting. Some material or individual communications may not be suitable for school-age children. Bay District Schools views information gathered from BayNET in the same manner as reference materials identified and used in the instructional setting. Specifically, the District supports resources that will enhance the learning environment with directed guidance from the faculty and staff. The District attempts to protect children from materials of an inappropriate nature. However, it is impossible to control all materials on a global network, and an industrious user may discover inappropriate information. At school, student access to, and use of, BayNET will be under teacher direction and will be monitored like any other classroom activity. The District, however, cannot prevent the possibility that some users may access material that is not consistent with the educational mission, goals and policies of the District, since BayNET access may be obtained outside the school setting.

GUIDELINES

BayNET access is coordinated through a complex association of government agencies and regional and state networks. The operation of BayNET relies heavily on the proper conduct of the users, who must adhere to strict guidelines. It is to be used in a responsible, efficient, ethical, and legal manner in accordance with the educational mission of the District. Users must acknowledge their understanding of the general policy and guidelines as a condition of receiving a BayNET account. Serious violation of policy will result in disciplinary action appropriate for student or staff.

The signatures on the application form indicate the user has read the terms and conditions carefully and understand their significance.

1. **Acceptable Use** - The use of a BayNET account must be in support of education and research consistent with the educational goals and policies of Bay District Schools. Use of any other network or computing resources must be consistent with the rules appropriate to that network. This includes, but is not necessarily limited to, respecting copyrights, respecting users' rights to privacy, avoiding threatening or obscene material, respecting material protected by trade secret, and avoiding reposting personal communications without the author's prior consent. Use for commercial activities, product advertisement, or political lobbying is prohibited.
2. **Privileges** - The use of BayNET is not a right, but a privilege, and inappropriate use will result in cancellation of that privilege. Each individual who receives an account will receive information pertaining to the proper use of the network. School and district administrators will decide what is appropriate use and their decision is final. The District may close an account at any time.
3. **Students must log in and use the BDS filtered wireless network during the school day on personal electronic mobile devices.**
4. **"Netiquette"** - Users are expected to abide by the generally accepted rules of network etiquette. The use of vulgar or obscene language is prohibited. Complete your tasks in a timely fashion. Follow proper correspondence guidelines when using electronic mail.
5. **Warranties** - Bay District Schools makes no warranties of any kind, whether expressed or implied, for the service provided. The District will not be responsible for any damages suffered, including loss of data. Also, the District will not be responsible for the accuracy or quality obtained through the BayNET INTERNET connection.
6. **Security** - Security is high priority. Users must report security issues to the system administrator immediately. The use of accounts belonging to other individuals is prohibited. Attempts to use another person's account will result in cancellation of user privileges. Any user identified as a security risk or having a history of problems will be denied access.

7. Vandalism - Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, or hardware, or software owned by Bay District Schools. This includes the creation of, or the uploading of computer viruses on any computer or server accessible through BayNET.

8. Updating Your User Information – Users may be required to provide updated registration, password and account information to continue BayNET access. Employee accounts are valid from July 1 until June 30 of each year. Employees recommended for employment must submit an updated user form on or before May 31 of each year. Student forms are valid for the length of time they are enrolled at any school. Enrolling at a new school requires a new AUP to be completed.

9. Exception of Terms and Conditions - All terms and conditions as stated in this document are applicable to all users of BayNET. These terms and conditions reflect an agreement of the parties and shall be governed and interpreted in accordance with the laws of the State of Florida and the United States of America.

**Bay District Schools
Information Services
BayNet Application-Student**

PLEASE PRINT

Last Name _____ First Name _____ MI _____
School _____ Grade _____
Home Address _____
City _____ State _____ Zip _____
Home Phone _____ Student Number _____

Student Agreement : I understand and will abide by the Terms and Conditions For Use of BayNET and Personal Electronic Mobile Devices in Bay District Schools. I further understand any violation of the Terms and Conditions of Bay District Schools policies may constitute a criminal offense*. I also acknowledge that the district is not responsible for personal electronic mobile devices.**

***Hacking as defined by School Board Policy states: "Hacking shall mean attempting to or gaining unauthorized access to the school or district's computer and network systems." Violating this policy is a felony offense and will result in disciplinary action.

Student signature _____ Date _____

Parent or Guardian (required if applicant is under 18) As the parent or guardian of this student, I have read the Terms and Conditions For Use of **BayNET and Personal Electronic Mobile devices** in Bay District Schools. I understand that this access is designed solely for educational purposes and the district has taken reasonable precautions to supervise usage. I also recognize it is impossible for the district to restrict unsupervised access to all information or materials and I will not hold them responsible for materials acquired on the network. I also accept full responsibility for supervision of my child or ward who may access the resources of BayNet from outside of the school setting. I also acknowledge that the district is not responsible for personal electronic mobile devices. I hereby give permission to establish an account for my child and certify the information contained on this application is true and correct to the best of my knowledge and belief.

****Violations may result in losing my access privileges, school disciplinary action and/or appropriate legal action initiated against me.**

Parent/Guardian Signature _____ Date _____
Parent/Guardian Name (please print) _____