



South Lake Middle School

Take Care of Yourself, Take Care of Each Other, Take Care of Our School

South Lake Middle School Bring Your Own Device (B.Y.O.D.) Responsible Use Policy – Parent / Student User (iPads/tablet, iTouches, laptops, phones with connectivity)

South Lake Middle School is committed to aiding students and staff in creating a 21st century learning environment. When assigned, students may use their own devices with classroom teacher approval to access school-appropriate material for educational purposes. By allowing students to use their own technology on campus, we are hoping to increase the access all students have to the resources they need to succeed.

South Lake is a one-to-one school providing all students with an IUSD device at school. Students, as instructed by their teacher, utilize devices for instructional purposes (novel studies, book reports, historical primary source documents, web-based applications and simulations, non-fiction reading in relation to content area curriculum, self-selected reading, research) and in accordance with IUSD's Board policy and IUSD's Acceptable Use Policy. The teacher has the discretion to allow and regulate the use of personal devices in the classroom and for use during specific projects. Teachers may require a hard copy of a book in certain situations such as a specific translation of the text; illustrations and/or cover art; or foreword, appendix, or other literary additions required for class.

Ability to use electronic devices on campus is a privilege, not a right. All material on any electronic device must be appropriate for school. All users shall be required to acknowledge understanding of all administrative regulations governing use of the device and shall agree in writing to comply with such regulations and guidelines. Noncompliance with applicable regulations may result in suspension or termination of privileges and other disciplinary action consistent with district policies. Students may not use devices to record, transmit, or post photographic images or video of a person or persons on campus during school activities and/or hours unless otherwise allowed by a teacher. Devices may not be used for non-instructional purpose (such as making personal calls, sending personal e-mails and/or texting, etc.)

Device Types:

For the purpose of classroom use, in this document the word "device" means a privately owned wireless and/or portable electronic piece of equipment that includes laptops, iPads, tablets, electronic readers, and smart phones. No gaming devices are allowed (to include: Nintendo DS, PlayStation Portable PSP, etc.)

Guidelines:

- 1) It is imperative that both students and parents agree to the classroom guidelines.
- 2) All students are expected to exhibit **digital citizenship** in accordance with SLMS school rules. This is a privilege, not a right.
- 3) We would also like to make clear that parents are not expected to purchase a device for their child.
- 4) If a student owns a device, has parent permission, and agrees to the guidelines, only then will the student be allowed to bring his/her device to school for use during class-time only, on teacher-approved days.
- 5) Students may not use their own devices during instructional time unless approved by the classroom teacher.
- 6) Clearly and permanently label all devices and power cords with your student's name.
- 7) Devices may not be used for non-instructional purposes (such as making personal calls, sending personal e-mails, texting, social media, etc.)
- 8) The student takes full responsibility for his or her device and keeps it with him/her at all times. The school, nor the teacher, is responsible for the security of the device.
- 9) The student is responsible for the proper care of his or her personal device, including any costs of repair, replacement, or any modifications needed to use the device at school.

Belinda Averill, Principal | David Kette, Assistant Principal

655 W. Yale Loop, Irvine, CA 92614 | 949.936.6700 | FAX 949.936.6709 | www.southlake.iusd.org



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- 10) The school reserves the right to inspect a student's personal device if there is reason to believe that the student has violated Board policies, school rules, or has engaged in other misconduct while using his/her personal device.
- 11) Violations of any Board policies, administrative procedures, or school rules involving a student's personally owned device may result in the loss of use of the device at school and/or disciplinary action.
- 12) The student immediately complies with teacher's request to shut down the device or close the screen. Additionally, all devices should be on MUTE unless otherwise directed by the classroom teacher.
- 13) Personal devices shall be charged prior to bringing them school and shall be capable of running off of their own batteries while at school.
- 14) The student may not use the devices to record, transmit or post photos or video of a person or persons on campus. Nor can any images or video recorded at school be transmitted or posted at any time without the expressed permission of the teacher.
- 15) During school hours the student should only use their device to access classroom-related activities, with the expressed consent of the teacher.
- 16) The student will only use the Guest wireless network by logging in when directed. Use of 3G & 4G wireless connections are not allowed.

Tech Support:

Students who have technical issues with their technology tool need to take care of this issue by working with the user's manual that came with the device outside of the classroom. These are not IUSD devices and the district is not allocating resources to troubleshoot issues. It is the responsibility of the student to bring the device to school charged and in working condition.

Liability:

Although the student and parent are responsible and liable for the safety, protection, and security of the electronic device, student users of personally-owned devices are expected to alert school staff immediately regarding safety and security concerns. IUSD will not be held accountable for any harm or damages that result from the use of personally-owned devices whether it results from a mistake, negligence, or the willful violation of this agreement. Neither IUSD nor South Lake Middle School can be held financially or criminally responsible for the loss of the device. Locking facilities will not be provided by South Lake Middle school or by any staff member. The student or parent may wish to consider the investment in the device before sending it to campus where it may end up in an unsecure situation. The student or parent may wish to consider a locking backpack in which to secure the electronic device; however, neither IUSD, South Lake Middle School, nor any staff member may be held accountable, responsible, or liable for damage to or loss of the device.

Nondiscrimination Statement The Irvine Unified School District is committed to equal opportunity for all individuals in education. District programs and activities including membership in student clubs shall be free from discrimination based on race, color, ancestry, nationality, ethnic group identification, immigration status, age, religion, actual or potential parental, family, or marital status, or the exclusion of any person because of pregnancy or related conditions, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. The District does not discriminate in enrollment in or access to any of the activities and programs available. Admission to these programs is based on age appropriateness, class space, interest, aptitude, and prerequisite coursework where applicable. The lack of English skills shall not be a barrier to admission to or participation in the District's activities and programs. The Irvine Unified School District

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