



# Our Lady of Sorrows School

## TECHNOLOGY

### Student & Parent

### Bring Your Own Device (BYOD) Policy

Our Lady of Sorrows Catholic School (“OLSS”) is committed to moving students forward in a 21st century learning environment. As part of this plan, if a 5-8 grade student’s school-issued Chromebook no longer functions, or if a 1-4 grade student is in a monitored classroom, students may bring their own device (laptop or tablet with attached keyboard) to the classroom to access our network and the internet to further OLSS’s educational goals and objectives.

#### PLAN

Students may bring their own technology devices to school

- **IF** their school-issued Chromebook does not work
- **AND** there are no replacement school-issued Chromebooks available
- **OR** they are in 1-4 grade and are in a monitored classroom

Users will be prompted to accept the following terms of use prior to connecting to the OLSS network:

*OLSS is providing wireless connectivity as a guest service. Use of the OLSS wireless network is entirely at the risk of the user, and OLSS is not responsible for any loss of any information that may arise from the use of the wireless connection, or for any loss, injury or damages resulting from the use of the wireless connection. All users of the OLSS network are bound by OLSS’s Technology Acceptable Use Policy (agreed to each year at enrollment or reenrollment). By entering “Accept” below, you are agreeing to all of the above cautions and policies as they pertain to non-OLSS devices.*

Students who do not accept the terms of service will not be able to access the OLSS Network. Once on the OLSS network, all users will have filtered Internet access just as they would on a school-issued device.

#### STUDENTS

*My laptop is not prompting me to choose a wireless network. Is there another way to connect?*

**Answer:** In the settings menu of your device, there is usually an icon to choose a wireless network. Go to this icon and choose the **OLS-BYOD wireless network** from the list or prompt your computer to look for a wireless network. Always consult your device’s owner’s manual for exact directions for accessing a wireless network.

*I can’t get my laptop to connect to the network. Can I get some help from someone?*

**Answer:** Students who cannot access the OLSS wireless network, or who may have technical issues with their technology tool, need to take care of this issue by working with their devices’ user manual (not during class time). These are not OLSS devices and the school cannot allocate resources at this time to troubleshoot issues. Individual teachers may be able to assist, but there is no expectation that classroom teachers or OLSS faculty will have time or knowledge to troubleshoot technology issues.

*I brought my device to school to use in the classroom, but my teacher said I couldn’t use it in their classroom. Can I still use it?*

**Answer:** As with school-issued devices, teachers have the final say on when students may use devices during class time. During the school day, personal devices are only used to further OLSS educational goals and objectives.

*My laptop was misplaced or possibly stolen when I brought it to school. Who should I contact about this?*

**Answer:** Bringing your own technology device to school can be useful; however, some risks are involved as well. It is always a good idea to record the device’s serial number in case of theft or misplacement. OLSS is not responsible for the theft of a device, nor are we responsible for any damage done to the device while at school. Any time a theft occurs, you should inform your teacher or school administrator to make them aware of the incident.



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*Why am I filtered on my own computer? Shouldn't I be able to see what I want to on my own device?*

**Answer:** Student filtering is part of OLSS's network. The Children's Internet Protection Act (CIPA) requires all network access to be filtered, regardless of the device used to access it while in school. Your laptop or tablet is the device. The network you are using while at school belongs to OLSS and will be filtered.

*Am I still held accountable for the Acceptable Use Policy ("AUP") I signed at the beginning of the school year even though this is my own personal computer?*

**Answer: Yes.** The Acceptable Use Policy for OLSS remains in effect even when you are using your own laptop or tablet. Accessing the network at school invokes your acceptance of the Technology AUP. Violating the terms of the AUP is a student code of conduct violation and will be referred to a campus administrator.

*Why can't my younger sibling in 3<sup>rd</sup> grade bring their laptop to school?*

**Answer:** Currently only 5<sup>th</sup> – 8<sup>th</sup> grade students who do not have access to a school-issued device OR 1-4 grade students in a monitored classroom may bring in a personal device for educational use.

*Am I able to connect my laptop to an open physical network port and gain access to the internet?*

**Answer: No.** OLSS is only providing access to personal devices through the wireless network for educational purposes.

*Will there be a penalty to my grade if I do not have my own device?*

**Answer:** A device is required for accessing educational resources and assigned work; therefore, grades will be negatively affected without a means to access digital resources and assigned work.

## **PARENTS**

*My child is bringing their laptop to school for instructional purposes. Will they have access to digital resources they normally do with school-issued devices?*

**Answer:** Your child will have access to any of the web-based resources OLSS currently uses. However, digital resources may run differently (or not at all) on different devices for varying reasons. You should consult your owner's manual for digital resource limitations. (For example, older laptops or tablets may have difficulty running SAVVAS.)

*As a parent, am I required to add additional software (virus protection, filter, tracking device, etc.) to my child's technology device?*

**Answer: No.** Currently we are not requiring any additional software for school use. Virus protection is always advised, but not required, to bring your own device on campus. While on the OLSS network, students will be monitored through our normal web filter, so there is no need for additional filtering software.

*If my child's laptop is stolen or damaged, what recourse can I take?*

**Answer:** OLSS and the Diocese of Brownsville are not responsible for any damage or theft of student owned equipment. Installing tracking software can help locate equipment if it is stolen or misplaced, and keeping track of the device's serial number, model and type will be helpful as well. Theft or vandalism of any kind should be reported immediately to the teacher or administration on campus so they can take appropriate steps.

*What are the campus/classroom rules for using student owned devices?*

**Answer:** Teachers make the final decision for any tools used in the classroom; student owned equipment is no different. It is up to the individual teacher to communicate their expectations to parents and students.

*Where can I see the Acceptable Use Policy for Technology?*

**Answer:** The Acceptable Use Policy can be found at <http://www.olschool.org/parents/parent-student-handbook.cfm>



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### Student and Parent Agreement Form

Our Lady of Sorrows Catholic School (“OLSS”) is committed to moving students forward in a 21st century learning environment. As part of this plan, if a student’s school-issued Chromebook no longer functions, students may bring their own device (laptop or tablet with attached keyboard) to the classroom to access our network and the internet to further OLSS’s educational goals and objectives.

Reasonable care is taken to ensure the appropriateness and educational quality of the material available through the use of educational software and technologies. However, parents and guardians are warned that OLSS and the Diocese of Brownsville (“DOB”) do not have total control of the information on the Internet. OLSS and the DOB are not responsible for the accuracy, nature or quality of information stored on school or online digital media, nor for accuracy, nature or quality of information gathered through school internet access. Furthermore, OLSS and the DOB are not responsible for damage or theft of personal devices. Parents and guardians are the primary authority responsible for imparting the standards of ethical and legal conduct their child or ward should follow. Therefore, Our Lady of Sorrows Catholic School supports and respects each family’s right to decide whether or not their child may have access to this resource.

1. I am the parent/guardian of the below named student. I have read the BYOD Policy (“the policy”) as stated in this Student & Parent BYOD Guide & Form and I have either explained it to my child/ward (“student”) or I have assured myself that the student understands it. I also understand my own and the student’s responsibilities regarding technology and Internet access at Our Lady of Sorrows Catholic School, and that Our Lady of Sorrows Catholic School is not responsible for any theft or damage to my child’s/ward’s personal device.
2. I hereby consent to the student having access to, and use of, the technology/digital resources and/or accounts at Our Lady of Sorrows Catholic School via his/her personal device. I also hereby indemnify and hold harmless the Diocese of Brownsville and Our Lady of Sorrows Catholic School from any claim of damage to or theft of the personal device, or loss of any information that may arise from the use of the wireless connection, or for any loss, injury or damages resulting from the use of the wireless connection. I understand that I can revoke this agreement at any time by submitting written notification to Our Lady of Sorrows Catholic School with the understanding that my child may not have access to a school device due to unavailability of devices and that therefore *without a device, my child's academic performance will be negatively affected.*

Parent/Guardian’s Signature \_\_\_\_\_

Date \_\_\_\_\_

Name of Parent/Guardian’s (Please Print) \_\_\_\_\_

Name of Student(s) and Grade(s) (Please Print) \_\_\_\_\_