

# **“Bring Your Own Device” (B.Y.O.D.) Policy September 2021**

## **Vision**

Inspiring kind and joyful learning communities who use innovative thinking to build a mindful and sustainable world.

## **Mission**

Verita ensures that kindness is the centre of everything we do. Deeply committed to international and intercultural understanding, Verita provides an academically engaging, inquiry-based educational approach.

Our responsibility is to whole-heartedly assist our students to develop the social-emotional and academic skills necessary to live meaningful, fulfilled and happy lives.

## **Preamble**

Verita International School is an institution which aligns with the CIS Code of Ethics and the UN Conventions of the Rights of the Child (UNCRC).

The CIS Code of Ethics highlights that we, as a school, are expected to:

- Fulfil the promises stated in their guiding statements, policies, contracts and promotional materials.
- Strive for excellence.
- Nurture a culture of care in which the education, safety and well-being of students and others are paramount.
- Comply with applicable laws and regulations.
- Respect the dignity and equality of all individuals, groups and cultures.
- Promote global citizenship.

As a school which aligns with the UNCRC, we make an effort on upholding the 45 articles of the convention in our school; please refer to the UNCRC articles [here](#).



## Responsible Use Guidelines

### **Purpose:**

The Secondary School section of Verita International School uses instructional technology as one way of enhancing our mission to teach the skills, knowledge and behaviors students will need as responsible citizens in the global community. Students learn the skills of enquiry, collaboration, communication, creativity and critical thinking in a variety of ways throughout the school day.

In an effort to increase access to those 21 st Century skills, Verita International School will allow personal devices on our guest network and school grounds for students who follow the responsibilities stated in the Acceptable Use Policy and the attached guidelines regarding B.Y.O.D.

Verita International School strives to provide appropriate and adequate technology to support instructional purposes. The use of personal devices by students will support their learning exponentially.

An important component of B.Y.O.D will be education about appropriate online behaviors. We will review cyber-safety rules with students frequently throughout the course of the school year and will offer reminders and reinforcement about safe online behaviors. In addition to the rules outlined in these guidelines, students will be expected to comply with all class and school rules while using personal devices. The use of technology is not a necessity but a privilege. When abused, privileges will be taken away.

### **Device Types:**

For the purpose of this program, the word “devices” will include: laptops, netbooks, cell phones, smart phones, iPods, iPads, tablets, and eReaders. Please note that Nintendo DS and/or other gaming devices with internet access are not permissible at this time.

### **One of either:**

Minimum requirements/operating system:

- Intel i3 processor / 4Gb RAM / 120Gb HDD / 5Ghz Wifi capable (802.11 a/b/g/n/ac) / Windows 10
- Recommended specifications/operating system:
- Intel i5 processor / 6-8 Gb RAM / 120-250Gb SSD / 5GHz Wifi capable (802.11 a/b/g/n/ac)/ Windows 10 Software:
- Chrome browser / GoogleEarth Pro / Audacity / OpenShot Video Editor / Gimp
- Please allow children access to an admin account under Windows



### **Guidelines:**

- Students and parents/guardians participating in B.Y.O.D. must adhere to the Student Code of Conduct, Student Handbook, Acceptable Use Policy and all Board Policies, particularly Internet Acceptable Use.
- Each teacher has the discretion to allow and regulate the use of personal devices in the classroom and on specific projects.
- Approved devices must be in silent mode while on school campus, unless otherwise allowed by a teacher. Headphones may be used with teacher permission.
- Devices may not be used to cheat on assignments, quizzes, or tests or for non-instructional purposes (such as making personal phone calls and text messaging).
- Students may not use devices to record, transmit, or post photographic images or video of a person or persons on campus during school hours or during school activities, unless otherwise allowed by a teacher.
- Devices may only be used to access computer files on internet sites which are relevant to the classroom curriculum.

### **Students and Parents/Guardians acknowledge that:**

- The school's network filters will be applied to a device's connection to the internet and any attempt to bypass the network filters is prohibited.
- Verita International School is authorized to collect and examine any device that is suspected of causing technology problems or was the source of an attack or virus infection.

### **Students are prohibited from:**

- Bringing a device on the premises that infects the network with a virus, Trojan, or program designed to damage, alter, destroy, or provide access to unauthorized data or information.
- Processing or accessing information on school property related to "hacking," or altering or bypassing network security policies.
- Students and parents should be aware that devices are subject to search by school administrators if the device is suspected of a violation of the student code of conduct. If the device is locked or password protected the student will be required to unlock the device at the request of a school Director or their representative.
- Printing from personal devices will not be possible at school.
- Personal devices must be charged prior to school and run on battery power while at school.

### **Lost, Stolen, or Damaged Devices:**

Each user is responsible for his/her own device and should use it responsibly and appropriately. Verita International School takes no responsibility for stolen, lost, or damaged devices, including lost or corrupted data on those devices. While school employees will help students identify how to keep personal devices secure, students will have the final responsibility for securing their personal devices. Please check with your homeowner's policy regarding coverage of personal electronic devices, as many insurance policies can cover loss or damage.



### Usage Charges:

Verita International School is not responsible for any possible device charges to your account that might be incurred during approved school-related use.

### Network Considerations

Users should strive to maintain appropriate bandwidth for school-related work and communications. All users will use the "Verita Student" wireless network to access the internet. The school does not guarantee connectivity or the quality of the connection with personal devices. VIS Technology department is not responsible for maintaining or troubleshooting student tech devices.

I understand and will abide by the above policy and guidelines. I further understand that any violation is unethical and may result in the loss of my network and/or device privileges as well as other disciplinary action. During the course of the school year, additional rules regarding the use of personal devices may be added.

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Signature of Student

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Date

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Signature of Parent/Guardian

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Date

Created and Reviewed by: Damian Ward/Verita Founder and Advisory Board  
Policy Category: Health and Safety  
Approved by Richard Joannides  
Next Review: August 2021

