

FAIRMONT PREPARATORY ACADEMY RYO iPad ACCEPTABLE USE POLICY

Purpose:

Technology is everywhere, allowing instant and easy access to a wealth of information that is literally at one's fingertips. Outside school, students are free to pursue their interest in their own way and at their own pace. The opportunities are limitless, borderless, and instantaneous.

In an effort to put students at the center and empower them to take control of their own learning and to maintain a safe learning environment, Fairmont Preparatory Academy requires that each student follow the responsibilities stated in the following RYO (require your own) iPad Acceptable Use Policy.

Why "Bring Your Own iPad" at Fairmont?

As leaders in academic excellence, Fairmont Private Schools recognizes that students of this generation learn and engage in education differently than students in the past. We are very excited to be offering a technology program at the Prep that utilizes iPads as a means to enhance our curriculum and student learning in a 21st century learning environment. An integral component of the 21st century classroom is the ability for students to actively engage in the integrated curriculum and have access to real-time information to apply to concepts and problems in the classroom. The iPad has been selected as the best device to deliver learning tools and information in the most effective and efficient manner possible. Each student is required to bring an iPad to each class every day.

What devices are included in this agreement?

Please note, iPads are the acceptable devices for use during class time, while other devices may be used outside of class or during class at the teacher's discretion. If a student is unsure if the device is acceptable, s/he should ask the teacher or administration before using the device.

Expectations of students and school:

Fairmont Preparatory Academy outlines the following expectations for students using their personally owned devices. Each of these expectations shall apply to students when they are on Fairmont-owned property or at any Fairmont sponsored event. Violations of these policies will result in rendering of progressive disciplinary action as outlined in the Student Handbook.

1. Students will only use appropriate technology at administration and/or teachers' discretions.
2. Students will use their device for educational purposes only.
3. While on campus, students are permitted to access only the school's network through their personal devices, not private networks. Students are not allowed to use their own 3G or 4G service while at school. Electronic communications such as e-mail and/or systems to the Internet through use of the school's electronic communication resources are the schools' property and should only be used for legitimate school-related purposes. Students do not have a personal privacy rights in any matter created, received, stored in or sent to an electronic system, maintained by the school. The school reserves the right to monitor any of its electronic communications systems (including email and the Internet) to assure that its property is being used for school-related purposes only to prevent any unlawful or improper use.
4. Similar to other personally owned items, the school is not liable for loss, damage, misuse, or theft of personally owned devices brought to school.
5. Students will observe all Fairmont Internet filters. Students shall not attempt to circumvent any firewalls or filters associated with the Fairmont Internet network.
6. Students will not bring desktops or towers to school.

7. Students will not connect their mobile devices to the local area network via an Ethernet cable. Students may only access the network using the provided wireless network.
8. Students will not use any device as a cyber-bullying tool.
9. Students should use headphones when listening to audio files such as music on their device. The volume should be kept at a level that does not disrupt others. If in the classroom, students may only listen to audio files when given express permission by their teachers.
10. Students must follow copyright laws concerning illegal copying of music, games, movies and other protected works.
11. Students are not allowed to use gaming consoles or gaming devices to connect to the network.
12. Students are prohibited from using their personally owned device in locker rooms, restrooms, and office areas.
13. Students are prohibited from taking pictures or digital recordings of staff or students without their prior written permission
14. Students should never share username and passwords with other students or staff.
15. Any information learned from electronic communications maintained by the school, should only be disclosed to authorized individuals.

Educational Purposes:

Students will use their electronic device for educational purposes only. This may be in a classroom activity, such as researching a topic, using a calculator for math problems, creating maps, note taking, planner/calendar, document creation, or connecting to electronic resources provided by the school. Students are responsible for their personal device and bear the burden to check with administration or staff before engaging in particular uses of technology.

Inappropriate Communication:

Students will refrain from using their device for inappropriate communications. These include but are not limited to the following: bullying, threatening, obscene, profane, vulgar language and/or images that may cause damage to an individual or school. Students may not use their devices for personal attacks on other students or staff. Students are not allowed to harass or stalk other students or staff. If a student is instructed to stop sending electronic communications, this must occur immediately.

Security:

The school provides content filtering for student access to the Internet. However, at times, inappropriate material may move past the filters and be viewed by a student. Students are to report the occurrence to their teacher or the administration. Students will be held accountable for any deliberate attempt to bypass the school filters and security.

Consequences for Violations:

Students not following expectations for use of personal devices will face school disciplinary action and lose the privilege to utilize personal devices in the school for a period of time.

Network Connections:

Students who cannot access the operational wireless network or may have technical issues with their iPad need to resolve this issue by working with the user's manual that came with the device outside the classroom. Instructions for logging into the network are included in the iTunes U Student Handbook.

Charging:

It is the student’s responsibility to bring his/her device to school charged. Some teachers may be willing to allow students to charge their devices in their classroom when they are not being used; however, this will be at the teacher’s discretion.

Printing:

Currently there is no printing option from a personally owned device. This might change in the future as we update the way the school’s printers are configured and dispersed. Until then students have the option of accessing their documents from a school computer to print.

Guidelines for use:

1. Any student who wishes to use a personally owned electronic device within Fairmont Private Schools must read and sign this agreement and submit to the Dean of Students.
2. The student takes full responsibility for the device and maintains it at all times. The school is not responsible for the security of the device.
3. The student is responsible for the proper care of their personal device, including any costs of repair, replacement or any modifications needed to use the device at school.
4. Violations of any policies, administrative procedures or school rules involving a student’s personally owned device may result in the loss of use of the device in school and/or disciplinary action as outlined above.
5. The student complies with teachers’ request to shut down the device or close the screen.
6. Personal devices shall be charged prior to bringing it to school and shall be capable of running off its own battery while at school.
7. The student may not use the devices to transmit or post to the Internet any photos or video of a person or persons in the classroom. Nor may any images or video recorded in the classroom be transmitted or posted at any time without the express permission of a teacher and/or administrator.
8. The student should only use a device to access relevant files, programs and/or applications.
9. The student will use the student wireless network. Use of 3G and 4G wireless connections is not allowed.

As a student I understand and will abide by the above Agreement, RYO iPad Acceptable Use Policy and guidelines. I further understand that any violation of the above may result in the loss of my network and/or RYO iPad privileges as well as other disciplinary action.

As a parent I understand that my child will be responsible for abiding by the above policy and guidelines. I give consent, when the school administration has reason to believe that student has violated this policy, the Student Handbook or has engaged in other inappropriate conduct, to allow the Headmaster or Dean to inspect the files/program in question on my child’s iPad (see page 1, Expectations #3). I have read and discussed these guidelines with her/him and he/she understands the responsibility he/she has in the use of his/her personal device.

Student’s Name (Please Print)	Student’s Signature	Date
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Parent’s Name (Please Print)	Parent’s Signature Date	Date
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