Red Bank Catholic Bring Your Own Device Program Guidelines

**Device Types**

For the purpose of this program, the word “device” means a privately owned wireless and/or portable electronic piece of equipment that includes laptops, netbooks, tablets/slates with screen sizes of at least 7 inches.

**Guidelines**

1. Any student who wishes to use a personally owned electronic device within the School Campus must read and sign this agreement and submit it to the Media Center.

2. Each device will need to be registered using the devices wireless MAC address. For information on how to locate your wireless MAC address go to <http://info.rbcfiles.com>

3. The student takes full responsibility for his or her device and keeps it with himself or herself at all times. The school is not responsible for the security of the device.

4. 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.

5. The school reserves the right to inspect a student’s personal device if there is reason to believe that the student has violated school policies, administrative procedures, or has engaged in other misconduct while using their personal device.

6. Violations of any policies or administrative procedures involving a student’s personally owned device may result in the loss of use of the device in school and/or disciplinary action.

7. The student complies with teachers’ request to shut down the computer or close the screen.

8. Personal devices shall be charged prior to bringing it to school and shall be capable of running off its own battery while at school.

9. *The student may not use the devices to record, transmit or post photos or videos 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 express permission of the teacher, staff or administrator.*

10. The student should only use their device to access relevant files and curricular activity only.

11. The student will use the guest wireless network. Use of 3G & 4G wireless connections is not allowed. No other connections are allowed while at school.

12. All computer network traffic is always subject to monitoring while connected to the wireless guest account.

13. At no time are devices to be used in the Cafeteria during lunch.

As a student I understand and will abide by the above policy and guidelines. I further understand that any violation of the above may result in the loss of my network and/or device privileges as well as other disciplinary action.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_  
 Student Name Student Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Student Email Year of Graduation

As a parent I understand that my student will be responsible for abiding by the above policy and guidelines. I have read and discussed them with her/him and they understand the responsibility they have in the use of their personal device.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_  
Parent Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Device MAC Address Device Type