Responsible Use Policy

BYOD is an acronym for Bring your Own Device. For BYOD, a "device" is a privately owned laptop, tablet computing device, netbook, notebook or e-Reader.

Guidelines
1. In order to utilize the The Academy of Coastal Carolina's (hereafter referred to as ACC) network (specifically Internet access and related applications) as well as participate in the BYOD program, students and a parent or legal guardian must review and sign the Responsible Use Policy. This will be considered a legally binding agreement.

2. The student is fully responsible, at all times, for the personally owned device brought to school. ACC is not liable for any loss, damage, or theft of a personally owned device.

3. The student is responsible for the condition of the device brought to school, including updates, antivirus software, and repair.

4. Personal devices should be charged and recharged outside of school, unless specific permission is granted. Personal devices should be capable of lasting a full day without recharging.

5. Device use is limited exclusively to school related activities in the classroom setting. Otherwise, all electronic devices should be turned off and should not be visible.

6. Devices may only be used in certain approved areas of the school. Students may not use devices in parts of the school designated as no technology zones or any other areas where devices are not permitted.

7. Students may not use any device or service for non-educational purposes during school hours, unless granted permission by a school administrator or teacher.

8. Students must use the ACC network when at school. Students may not use a cell phone or service provider's data network (3G, 4G, LTE, etc.) or any other wired or wireless network other than the ACC network.

9. ACC is not responsible for any data charges that a student may incur from a service provider as a result of not following policy of only using the ACC network while at school.

10. As part of the BYOD policy, there will be mechanisms in place such as signage and verbal communication to indicate when devices can and cannot be used. Students will observe and follow these procedures at all times while at school.

11. No device, personal or otherwise, may be used to record, store, or transmit any type of image, sound, or video from ACC, except for approved projects with the express permission of the teacher.

12. If reasonable belief exists that the student has violated the terms of this agreement, the student's device may be inspected and/or confiscated. Subsequent or additional disciplinary action involving misuse of technology may extend to loss of technology privileges or further action as determined by ACC.

ABOUT THE BYOD PROGRAM

The Academy of Coastal Carolina is pleased to be able to offer our students access to computer technology, including access to the Internet as well as ACC applications and information technology network. We are dedicated to access and support of appropriate technology which unlocks our potential and connects us locally and globally. We understand that our students are digital natives and live in a world where information creation and consumption is constantly occurring. We envision a learning environment where technology is a part of us, not apart from us.

Wireless access: Students will use their devices to access the internet and network resources through the ACC wireless network. This network will provide filtered internet access. Any and all access through the wireless network may be monitored and/or recorded for the purposes of network security and student
safety. We believe that the tremendous value of technology and the information technology network as an educational resource far outweigh the potential risks. We will leverage existing and emerging technology as a means to learn and thrive in the 21st Century and prepare our students for success toward their goals in the competitive global, electronic age. We feel that access to the tools and resources of a world-wide network and understanding when and how these tools are appropriately and effectively used are imperative in each student's education. Adherence to all TECHNOLOGY AND INTERNET POLICY set for the Student Handbook is required and necessary for continued access to the ACC technological resources. These policies include, but are not limited to: (Please review the Technology and Internet section of the Student Handbook.

Students must respect and protect the privacy of others by:
1. Using only assigned network and user accounts.

2. Only viewing, using, or copying passwords, data, or networks to which they are authorized.

3. Refraining from distributing private information about others or themselves.

Students must respect and protect the integrity, availability, and security of all electronic resources by:
1. Observing all ACC Internet filters and posted network security practices.

2. Reporting security risks or violations to a school administrator.

3. Not destroying or damaging data, networks, or other resources that do not belong to them, without clear permission of the owner.

4. Conserving, protecting, and sharing these resources with other users.

5. Not creating ad-hoc, peer-to-peer, or other wireless networks with district or student owned devices including the use of wireless hotspots or other similar devices.

6. Only using the ACC network for instructional and school related purposes.

7. Notifying a school administrator or teacher of network malfunctions.

Students must respect and protect the intellectual property of others by.
1. Following copyright laws (not making illegal copies of content, eBooks, music, games, or movies).

2. Citing sources when using others' work (not plagiarizing).

Students must respect and practice the principles of community by:
1. Communicating only in ways that are kind and respectful.

2. Reporting threatening or discomforting materials to a school administrator or teacher.

3. Not intentionally accessing, transmitting, copying, or creating mobile apps, websites, or other material with inappropriate information, content, ads or any material that is not age or school appropriate.

4. Not intentionally accessing, transmitting, copying, or creating material that violates the school's code of conduct (such as messages/content that are pornographic, threatening, rude, discriminatory, or meant to harass).

5. Not using the resources to further other acts that are criminal or violate the school's code of conduct.

6. Use of another student's device only when specifically permitted by that student and with the permission of a school administrator or teacher.

7. Avoiding spam, chain letters, or other mass unsolicited mailings.

8. Refraining from buying, selling, advertising, or otherwise conducting business, unless approved as a school project.

9. Student's name must be on device at all times.

Agreement

Both parent and student have read this policy as well as policy stated in the ACC Student Handbook and agree to all terms and conditions.

_____   _____
Parent Signature   Date

_____   _____
Student Signature   Date

Type of Device that will be used by student at school:

Make_____   Model_____

Serial Number _____