



Charter School for Applied Technologies

MOBILE DEVICE ACCEPTABLE USE POLICY FOR STUDENTS

PURPOSE: The Charter School for Applied Technologies (CSAT) may temporarily provide and assign students a loaner tablet, laptop or other mobile computing device (herein known as mobile device) for educational and instructional use during the instructional day and/or as a take home unit for use outside of CSAT grounds for online or distance learning.

This policy provides additional guidelines and information about district expectations for those who will be utilizing these computing devices. In addition to this policy, the use of any district-provided technology or networks also still requires students to abide by the **STUDENT ELECTRONIC AND NETWORK ACCESS ACCEPTABLE USE POLICY and CSAT's CODE of CONDUCT**. This Policy is considered an addendum to existing CSAT AUP's as well as any other district policies and handbooks and additional rules may be added as necessary to become a part of this policy.

Our expectation and belief is that students will responsibly use district technology and that they understand the appropriate and acceptable use of both the technology and district network resources. We also expect that students will make a good faith effort to keep their district-issued devices safe, secure and in good working order. The use of these devices is a privilege, not a right, and inappropriate use can result in the loss of those privileges and/or other disciplinary action as defined in any AUP's, District policies, handbooks or individual device sign out policies.

Our policies and procedures include the following specific responsibilities and restrictions:

- CSAT has the right to randomly inspect any laptop, application, or peripheral device on any or all laptops and mobile devices on a regular basis. This includes but is not limited to browser history, email, media that has been accessed, downloaded or created, documents, pictures, and all files. CSAT will monitor the use of the device through management software and has the right to review these items for appropriateness and to limit or revoke a student's access to them.
- Content Filtering may be installed as per Federal Law on each device. Although installed, there are no perfect systems and thus there may be times when the content filtering is not operable. It is the students responsibility to notify their teacher or principal that there is an issue. But, under no circumstances should a student try to purposely limit or bypass the content filter.
- When issued a device it is the **Students responsibility** to immediately check the device given to them for any signs of damage, abuse or other issue to the machine and report it to the teacher or person assigning the device before accepting the device for further use.



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- Use of the mobile device should only be utilized for teacher directed, school related or other approved activity. Computer games and other entertainment activities such as email, instant messaging, chat, and use of the internet for anything other than school-related activities must be approved prior to being accessed.
- Students are not allowed to download or install any software or other materials onto the mobile device. CSAT District technology staff will perform all approved software installations.
- Pornographic, obscene, or vulgar images, sounds, music, language or materials, including screen savers, backgrounds, and or pictures are prohibited.
- Mobile devices are not to be used to make sound recordings unless part of a teacher directed project. Use of personal headphones to listen to music is allowed with the express permission of the classroom teacher or other administrator.
- Devices are not to be used to take pictures or record videos without the consent of all persons being photographed or videotaped. Cameras are to be turned off at all times except when being used as part of a class.
- Students usernames and password are for their use and their use only. Sharing of passwords and other sensitive student information is prohibited. It is the **Student's** responsibility to know their own username and password and to keep that information confidential.
- Students will not use the mobile device for illegal purposes or willfully try to circumvent any security or content filters in use. Students will not deliberately use the device to personally attack, annoy, harass, or bully others.; All incidents will be documented, and appropriate consequences will be followed.
- Saving and backing up any schoolwork performed on the device including any projects, files, documents or images is the responsibility of the student—This is accomplished via cloud-based programs (Office 365 or other) and local Network storage drives assigned to the student.
- General use and care of the device is the responsibility of the student while in their possession. Any intentional damage or malicious mischief to the laptop will result in the student being responsible for replacing or repairing the laptop at 100% of the district cost. All CSAT discipline policies will be followed.



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Violations of this Acceptable Use Policy

Violations of this policy may result in loss of access as well as other disciplinary or legal action. Students' violation of this policy shall be subject to the consequences as indicated within this policy as well as other appropriate discipline, which includes but is not limited to:

- Use of CSAT network and devices only under direct supervision
- Suspension of network privileges
- Revocation of network privileges
- Suspension of computer privileges
- Suspension from school
- Reimbursement associated with repairing or replacing damaged devices.
- Expulsion from school and/or legal action and prosecution by the appropriate Law Enforcement Agency

The consequences for violations of this policy shall be determined by the school administrators. The superintendent or designee and/or the board shall determine when school expulsion and/or legal action or actions by the authorities are the appropriate course of action.

Agreement

By accepting and/or utilizing a CSAT mobile device on or off CSAT grounds you agree to follow the rules contained in this policy and other associated policies and understand that if violated disciplinary measures may taken by CSAT. By accepting use of a CSAT mobile device you also release the district, its personnel, and any institutions with which it is affiliated, from any and all claims and damages of any nature arising from the use of this device.