ADMINISTRATIVE PROCEDURES



AP XXX Technology – Use of Personal Electronic Device Regulation

Legislative References: Policy Reference: Collective Agreement References: Date:

RE: FORMER POLICY 3035R2 TECHNOLOGY – USE OF PERSONAL ELECTRONIC DEVICE REGULATION

REGULATIONS

- 1. Each school shall develop guidelines for the acceptable use of personally owned electronic devices by students in the classroom, school, school sponsored or school related activities on or off school property. The school guidelines will reference the District regulations on Acceptable Use and the District and School Codes of Conduct.
- 2. At no time will the use of any personally owned electronic devices invade or infringe upon the personal privacy or safety of any member of the school district community.
- 3. District management reserves the right to access all files and content on personally owned electronic devices connected to district networks to check for inappropriate use. This means that by connecting to district networks with personally owned electronic devices, IT staff has permission to access information on the device.
- 4. The Board accepts no responsibility for theft or damage that may occur to personally owned electronic devices brought to the school or worksite. It is recommended that personally owned electronic devices used on District property be covered under personal insurance.
- 5. Students and guests who bring personally owned electronic devices to district premises will be permitted to access the SD51student or SD51public wireless networks only where such service is available and is allowed within the school/site guidelines.
- SD51student or SD51public wireless networks allow users access to the internet.
 Protection of personally owned electronic devices from viruses is the responsibility of the owner.
- 7. Employees, students and guests will make prudent, work-related use of District technology resources.
- 8. The Board assumes no obligation for the support of the personally owned electronic devices, neither will it accept any liability for modifications made to the equipment as a result of establishing a connection. It is recommended, where applicable, that owners have virus protection software on their devices.

AP XXX page 1|2



ADMINISTRATIVE PROCEDURES

- 9. Employees should not have student data on personally owned electronic devices.
- 10. Student violations of these regulations or the school guidelines may result in disciplinary measures including temporary confiscation of personal devices. Violations may be reported to the appropriate law enforcement authorities and may also be subject to criminal investigations and/or criminal charges.
- 11. Employee violations of these regulations may result in disciplinary measures. Violations may be reported to the appropriate law enforcement authorities and may also be subject to criminal investigations and/or criminal charges.



AP XXX page 2|2