



“Give your best every day and your best will come back to you.”

Bring-Your-Own-Device (BYOD) Policy

Technology plays a large role in our students' lives. Personal devices can enhance and enrich learning opportunities both at home and at school. SGMS is committed to allowing responsible, learning-centered use of personal devices (excluding cellular phones) at school in an effort to provide as many pathways to understanding as possible for our students.

General Info

Access to the SGMS and MCPS wireless network, with school-provided devices, is filtered in compliance with the Children's Internet Protection Act (CIPA). However, access from personal devices to the school network is prohibited. Students will not have access to any documents that reside on the school network from their personal devices. Students will be permitted to use e-reader devices during permitted times at staff discretion. DEAR Connect Time constitutes one of these times where e-readers may be used.

Guidelines for use

- Use of personal devices during the school day is at the discretion of teachers and staff. Students must use devices as directed by their teacher.
- The purpose of the use of personal devices at school is educational.
- The use of a personal device is not to be a distraction in any way to teachers or students. Personal devices must not disrupt class in any way.
- The use of personal devices falls under MCPS User Responsibilities for Computer Systems, Electronic Information, and Network Security, found in the student handbook (IGT-RA).
- Students will refrain from using personal devices outside of their classroom unless otherwise directed by their teacher.
- Students shall make no attempts to circumvent the school's network security and/or filtering policies. This includes setting up proxies and downloading programs to bypass security.
- Students shall not take pictures or video of students or staff without their permission (distribution can be as small as emailing/texting to one other person or as large as posting image or video online).

Consequences for Misuse/Disruption (one or more may apply)

- Device taken away for the period
- Device taken away and stored until parent picks it up
- Student is not allowed to use personal devices at school
- Disciplinary referral

School Liability Statement

Students bring their devices to use at SGMS at their own risk. It is their duty to be responsible in the upkeep and protection of their devices.

Shady Grove Middle School is in no way responsible for:

- Personal devices that are broken while at school or during school-sponsored activities
- Personal devices that are lost or stolen at school or during school-sponsored activities
- Maintenance or upkeep of any device (keeping it charged, installing updates or upgrades, fixing any software or hardware issues)



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PERSONALLY OWNED COMPUTING DEVICE ACCEPTANCE OF RESPONSIBILITY AND DEVICE USE AGREEMENT PERMISSION FORM

I, _____ agree to let _____
Name of parent or guardian Name of student (Please print)

bring his/her personally owned computing device for instructional use in Shady Grove Middle School. I understand that the student named above will be permitted to use his/her personally owned device subject to the conditions in this document.

I understand if I agree to allow my student to use his/her own device, Shady Grove Middle School is not responsible for any device, data loss, theft, damage, other associated costs of replacement or repair incurred during the school day or at home as a result of participation in this program. I understand that SGMS staff will be unable to store, support or troubleshoot student owned devices. The student named above will take full responsibility for the device and will appropriately secure all devices when not in use.

SGMS computers use technological measures such as filtering to promote internet safety. Filtering limits students’ ability to access harmful internet sites from any device connected to the SGMS/MCPS network, but only when this equipment is used in school on the SGMS network. Access through cellular networks does not provide the same measures of filtering. Students using personally owned computing devices shall not use the SGMS network or private cellular service for internet access while on SGMS property.

I have verified my student is aware that all aspects of the Montgomery County Public School’s Student Rights and Responsibilities and MCPS User Responsibilities for Computer Systems, Electronic Information, and Network Security (IGT-RA) apply to the use and care of his/her personal device(s) while on SGMS property or while involved in any SGMS-sponsored event/activity.

I understand that the purpose of allowing my student to use his/her own device is to participate in teacher approved activities in support of the SGMS curriculum. Use of devices for non-instructional activities, unrelated to the SGMS educational program, is prohibited during the school day.

Parent or Guardian’s Signature _____ Date ____/____/____

To be filled in by Parent/Guardian:
You may fill out this form to register up to 3 devices.

Table with 4 columns: Device Type (make and model), Device 1, Device 2, Device 3. Rows include Serial Number.

Student Acceptance:
I agree to adhere to the SGMS guidelines presented in the Student Rights and Responsibilities Booklet and this document. I agree to adhere to the MCPS User Responsibilities for Computer Systems, Electronic Information, and Network Security (IGT-RA). I will utilize the device(s) for instructional purposes only while at any MCPS school.

Student Signature _____ Grade _____ ID# _____
***Return this form to the Security Office. Attention Mr. Bowers.