BRING YOUR OWN DEVICE AND ACCEPTABLE USE POLICY

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Author(s): A. Hill
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Vision

To provide a legacy in education which promotes qualities of open-mindedness, tolerance and respect for others, which will provide a best practice model for the future of students from all nations in Gabon.

Mission

To become Africa's most enterprising school, focusing on sustainability and innovation to play a significant role in Gabon's and in Africa's education.

Values

EXCELLENCE

We strive for excellence in every aspect of life: in human relations, in one's abilities and expectations.

RESPECT

We respect ourselves, our environment, and each other.

VIRTUES

We value truth and honesty, tolerance, integrity and responsibility.

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Vision

Transmettre un héritage dans le domaine de l'éducation qui valorise les qualités d'ouverture d'esprit, de tolérance et du respect de l'autre, offrant ainsi un modèle de pratiques exemplaires pour l'avenir de tous les élèves vivant au Gabon, quel que soit leur pays d'origine.

Mission

Devenir l'école la plus dynamique d'Afrique, mettant l'accent sur la pérennité et l'innovation, afin de jouer un rôle important dans l'éducation au Gabon et dans toute l'Afrique.

Valeurs

EXCELLENCE

Dans tous les aspects de la vie : dans les relations humaines, dans les aptitudes personnelles et les attentes.

RESPECT

Le respect envers nous-mêmes, envers les autres et notre environnement.

VERTUS

Nous valorisons la vérité et l'honnêteté, la tolérance, l'intégrité et la responsabilité.

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I. Acceptable Use Policy

ERV provides electronic resources, including Internet access and storage space for students' work, as an integral part of the curriculum. Behaviour and language in the use of these resources should be consistent with classroom standards.

ERV Students agree to the following responsibilities and restrictions:

➢ Use the electronic resources, including storage space, only for educational purposes related to work in ERV, and not for any personal, commercial or illegal purposes, or for any other inappropriate use.

➢ Use the Internet only with the permission of the staff member in charge. Not access the Internet via a personal Wi-Fi account or by any other manner other than connecting through the secure wireless connection provided by the school system.

➢ Not use games or other electronic resources that have objectionable content or that engage me in an inappropriate simulated activity.

➢ Not give my password to any other user, nor attempt to learn or to use anyone else's password, and not transmit my address or telephone number, or any personal or confidential information about myself or others.

➢ Not upload, link, or embed an image of myself or others to non-secured, public sites without my teacher's permission and a signed parental permission slip.

➢ Not make statements or use the likeness of another person through website postings, email, instant messages, etc., that harass, intimidate, threaten, insult, libel or ridicule students, teachers, administrators or other staff members of the school community, make statements that are falsely attributed to others, or use language that is obscene or any way inappropriate.

➢ Not attempt to access, upload, or transmit material that attacks ethnic, religious or racial groups, or material that is pornographic or explicitly sexual in nature, or in any other way inappropriate.

➢ Not violate copyright laws, damage or tamper with hardware or software, vandalise or destroy data, intrude upon, alter or destroy the files of another

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user, introduce or use computer "viruses," attempt to gain access to restricted information or networks, or block, intercept or interfere with any email or electronic communications by teachers and administrators to parents, or others.

➢ Report any problems to the appropriate staff member.

➢ Understand that my use of the school system's computers is not private, and that ERV reserves the right to monitor use to assure compliance with these guidelines; violations may lead to revocation of computer access and/or other disciplinary measures.

➢ Understand that the prohibited conduct described above is also prohibited off campus when using school/district sites or equipment. If misuse of sites or equipment has the effect of seriously interfering with the educational process, such off-campus violations may lead to disciplinary measures.

➢ Understand that using a personal device is at the sole discretion of the building administrator and/or classroom teacher.

II. Bring Your Own Device (BYOD)

A. OverView

BYOD, or Bring Your Own Device is the practice of allowing students to bring their own mobile technology devices to school. BYOD increases the amount of technology available in the classroom, giving the students more hands-on access to technology devices for learning.

B. Which students are required to bring a device to school?

Students in Primary and Secondary School are required to bring an appropriate and fully-functioning device to school each day.

C. Which devices are students allowed to bring to school?

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Students are allowed to use personal devices including laptops, netbooks, tablets, smart phones, and eReaders. Where parents require students to bring to school a mobile phone, this should be kept off and away for the duration of the school day. Handheld gaming devices and gaming consoles are not allowed.

D. Are students allowed to charge their personal devices at school?

Students who choose to bring a personal device to school should ensure that the device has a fully-charged battery at the beginning of each day. Students may be allowed to charge their personal device in the classroom at the teacher's discretion.

E. Can students print to school printers from their personal devices?

No. Printers are on a different network, so they will not be accessible for use from personal mobile devices.

F. Will students be allowed to use their personal devices anytime they want?

The classroom teacher will determine when the use of student-owned devices will be educationally appropriate and will grant students permission to use their personal mobile devices. When students are not using their personal devices for activities that are approved by their classroom teacher, students should silence or turn off their devices and put them away in a location designated by their teacher (e.g. in the student's bags or lockers)

G. Responsibilities

➢ ERV teachers, staff and the ICT Team are not responsible for and cannot repair students' devices.

➢ Students must use the ERV SSID connection when accessing the Internet or online resources from school. Students are not allowed to create or join unauthorised wireless, wired networks or VPN's to bypass the ERV student wireless network. Students may connect one personal device to the ERV wireless network at a time.

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➢ Before recording audio or video or taking a photograph, a student must obtain permission from a teacher, <mark>the Deputy Head</mark> or Head of School and from the person being recorded or photographed. The student must obtain the same permission before publishing, posting, disseminating, sharing, or transferring audio/video recordings or photographs/images. Recordings and photographs are allowed only for a teacher-approved project or activity.

➢ ERV is not responsible for the theft, loss, or damage to a student's personal mobile device.

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