



American School of Kosova
together educating the leaders of tomorrow for a better future.

Bring Your Own Device (BYOD)

Encouraging respectful collaboration in the technology era



American School of Kosova is committed to working with students and staff members to create a 21st century learning environment. To support this goal, students and staff members are able to access our wireless network with their personal devices (laptops, netbooks, tablets, etc). Staff will be allowed to use their smartphones during the school day, but students are required to check in their smartphone into their teacher at the

beginning of each class. ASK has implemented a self-registration process that auto-directs devices to a secure, pre-determined network during the registration process. Once connected, students will have access to ASK resources on their personal devices. Students who need help to register their device should see their school technology support team.

With classroom teacher approval, students may use their own devices to access the Internet and collaborate with other students. By allowing students to use their own technology on campus, we are hoping to increase access so that all students have to the technology they need to learn in new ways and to nurture higher level thinking.

Student participation in BYOD is governed by the Student Rights and Responsibilities stated at the (ASK Student Handbook) document. Parents and students are required to read and accept the acceptable use policy for student network access within the ASK Student Handbook document. BYOD permission is now acknowledged by signing the parent or guardian signature sheet.



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During the School Day

Students will use their registered devices to complete in class activities , complete homework, collaborate in real time, complete research for projects, access websites with curriculum-related content, keep track of classroom assignments, and record journal entries and other approved instructional activities.

Students should only bring personal devices for a specific use in classes where the teacher has permitted them. Unless otherwise noted, devices are not to be used in open areas (hallways, cafeteria, locker rooms, bathrooms, stairwells, etc.)

Security, Theft, or Damage

Devices are the sole responsibility of the student. ASK accepts no responsibility for the security or safety of the device. Students are responsible for the security of the device. Teachers and other staff members will not store or hold onto devices. School technology support or teachers will not support, repair, or troubleshoot student devices.

Policy for Charging Personally-Owned Devices during the School Day

It is recommended that personally owned devices come to school with a full charge. Students should be made aware that the school is not responsible to provide an opportunity or the necessary power to charge their device during the school day.

Applications (Apps) and Software Used in the Classroom

ASK does not provide or require apps or software for personally-owned devices. Classroom lessons will be tailored for the technology that all students have access to. If possible, a student may choose to complete the same lesson on their personal device. The Internet browser built into the personally owned devices can be used to access the ASK Google Apps for Education application.

If a Device is damaged at School

The student will put the device away and take it home at the end of the school day where the student and parent can troubleshoot the device. ASK has limited resources and cannot provide comprehensive support for a wide variety of devices allowed under this program.



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Internet Content Filtering

To facilitate instruction and practice internet safety, ASK Internet connection is protected by an Internet content filter. Cellular data plans do not use ASK Internet connection and therefore do not use ASK Internet content filter. Students should only use the ASK WiFi Internet connection with their BYOD device while on ASK property.

Activity Monitoring of BYOD Devices

The BYOD wireless system, ASK WiFi, is used solely for device registration, not device management and, therefore, doesn't provide ASK the capability to monitor activities on BYOD devices. The purpose of the system is to provide an easy-to-use mechanism to register BYOD devices to allow students and employees the ability to use their own device on the ASK wireless network and Internet.

During the registration process, information such as IP address and MAC address are collected and logged. This information would be used to locate a device if it is misplaced or if inappropriate activity, in possible violation of the Acceptable Use Policy (AUP), was traced back to a particular device on the network. It is not the intention of ASK to actively manage, monitor, or access BYOD devices. In situations where there is a potential an AUP violation, ASK does reserve the right to investigate all devices and activities on the ASK network, including BYOD devices, to determine if any wrongdoing occurred.

Purchasing a Device for Your Child

Personally owned devices are a supplement to the equipment already in use in the classroom. BYOD is an optional program and parents are not required to purchase a device for their child. While ASK does not recommend specific technology products, we encourage you to contact directly with the authorized partners for details regarding the technical specification and model.



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Tips

Students Should:

1. Read and accept the acceptable use policy for student network access within the ASK Student Handbook document.
2. Charge their device overnight before bringing it to school.
3. When at school use ASK WiFi only.
4. Keep your device with you. Don't lend it to anyone.
5. Get your teachers' permission before using your personal device.
6. Know which apps will work for which purposes. Teachers will not suggest apps.
7. Get parent approval before installing new apps. Schools will not require specific apps.
8. Use for class-related purposes ONLY. No social media, etc.
9. Respect no-use areas (bathrooms, locker rooms, etc.)
10. Troubleshoot your own device-ask your parent for help, not your teacher.
11. Secure your device using lockers or other approved methods.
12. Remember this a PRIVILEGE that can be removed at any time.