



School District No. 43 Coquitlam

COMO LAKE MIDDLE SCHOOL

1121 King Albert Avenue, Coquitlam, B.C. V3J 1X8 | Phone: 604-936-1451 | Fax: 604-936-8043 | www.sd43.bc.ca/school/comolake

Como Lake BYOLD Guide

This **BYOLD** Guide refers to the practice of “**B**ring **Y**our **O**wn Learning **D**evice,” which is technology that is parent-owned but used by students at school for learning.

Rationale

Students in middle school use utilize technology to support their learning on a daily basis. We believe it is essential to teach our students the skills necessary to use and interact with technology ethically, competently, and thoughtfully. Many parents recognize that our children are interacting in a digital world where very few adults are present. Without being taught digital skills, there can be a serious impact on their current or future opportunities. We believe that we have a professional responsibility to develop citizens who can collaborate, create, problem solve, analyze, and investigate in both digital and analog worlds.

Going to School in a Digital Environment

It should also be noted that we are aware of the concerns regarding excessive, unguided screen time with students, and that the presence of a device in the classroom will not replace the amazing work our staff do with kids every day; rather, it will enhance it.

Cell Phones

Some students in middle school bring a cell phone with them to school as well. These are welcome in the building but must be kept in a student’s locker and not accessed during the day. If a student needs to use their phone for a learning or communication purpose, that requires direct permission from their teacher.

Device Suggestions

We strongly encourage parents and students to take the time to research and sample the different devices that are available. We have learned that a student device becomes very personalized and their learning and willingness to use technology increases when they feel comfortable with their device.

A laptop is our strongly recommended device. Ipads and Chromebooks are discouraged as an option but if need be, they can be used as a BYOLD device. Teachers and students find that ipads and chromebooks are limiting to many activities. If choosing an ipad, a keyboard is needed as well (some protective cases have keyboards).

Note, a light, small computer fits best on the student desk and fits easily in student lockers.

A protective case/cover for the device is highly recommended as well.

Recommended Apps, Websites & Programs

At the middle school level, there are very few required apps/programs on student devices. Generally, a student will need:

- Access to the Microsoft Office 365 suite of software, which is provided to each SD43 student FREE of charge. It is a web-based (internet-dependent) suite of tools that includes Microsoft Word, Excel,



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PowerPoint, OneNote, Teams, and more. This free account enables a FREE installation of the Microsoft Office suite on your device for as long as the student is in the SD43 school district.

- Access to the internet (multiple browsers are recommended, such as Chrome, Internet Explorer, Safari, Firefox, Microsoft Edge)

Digital Citizenship & On-line Safety

All students must abide by the District-Wide Network and Internet Use Expectations. Accessing the district network is a privilege that will be revoked if students do not abide by the Code of Conduct.

View the SD43 Digital Rights and Responsibilities:

- <http://www.sd43.bc.ca/Resources/DigitalCitizenship/Pages/RightsResponsibilities.aspx>

Parents, teachers and school staff are in a position to guide students to use technology and the internet responsibly and effectively. Some of our goals are to assist and teach students to:

1. *Create a Positive Digital Footprint*
2. *Build Positive Working Relationships*
3. *Limit What You Say About Yourself*
4. *Use Technology to Create and Share Work*
5. *Stay Organized*
6. *Always Cite Sources*
7. *Report Inappropriate Use of Technology*
8. *Ask Before Posting, Photographing or Recording*

Security Tips

Disclaimer

Devices are the student's and family's responsibility. There is a possibility of damage when devices are dropped or not stored properly. The school cannot take responsibility for damaged devices

- Use a keylock/password on your device
- Do not leave your device somewhere then walk away
- Protect your device with a good case
- Make sure that your device AND charger are labeled/engraved with your name

There are also a limited number of school-owned devices that can be signed out for students who are in need of financial support. Please contact our Vice Principal, Christine Wald (cwald@sd43.bc.ca), for more information.