

# Bring Your Own Device (BYOD) Principal Assurances

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The purpose of this document is to ensure that school leaders have considered all aspects of implementing a BYOD initiative in their school and have prepared the community, students, and faculty for implementation. These assurances include the necessary steps that a school must take prior to implementation of a BYOD initiative. This form and the BYOD School Proposal Portal must be renewed each year.

By signing this document, I assure that our school has:

1. Completed and submitted the required BYOD proposal to the BYOD School Proposal Portal. [Click here](#) to access the Portal.
2. Developed and published guidelines for the use of devices in the school building before, during, and after the school day.
3. Developed, published, and posted in prominent locations around the building the consequences for inappropriate use of a device.
4. Local school guidelines and consequences for inappropriate use have been sent to the District Office through the BYOD School Proposal Portal.
5. Met with parents; explained the instructional value and use of the BYOD initiative; shared the guidelines and consequences of inappropriate use.
6. Obtained signed agreements from students and parents that they understand the district guidelines for BYOD. Signed agreements are on file at school.
7. Posted Acceptable Use Policy to school's website.
8. Teachers implementing BYOD have enrolled in the BYOD Course. [Click here](#) for a link to the enrollment directions.
9. Understand that periodic observations of the implementation of the BYOD initiative in the school will be made by the Director of Instructional Technology, Chief Technology Officer, or others.

Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_

School \_\_\_\_\_

Upload this signed assurance form to the [BYOD School Proposal Portal](#).