

Boys & Girls Clubs of Portland Metro (“BGCP”)

Annual MEMBER Electronic BYOD Policy

Eff date: 2-17-2021

BGCP adopts this policy to maintain a safe and secure environment for members, member parents or legal guardians (“Parent/Guardian”).

A personally owned device is defined as a person’s owned existing and emerging technologies and devices that can take photographs, play and record audio or video, input text, upload and download content and/or media, and transmit or receive messages or images.

Emerging technologies and devices include but are not limited to cell phones, tablets and storage media (e.g., flash drives), as well as communication tools including social media sites, text messages, chat and websites. Not all devices are covered within this policy. Unacceptable devices in this policy include, but are not limited to, laptop computers, gaming devices or consoles, laser pointers, modems or routers and televisions.

Inappropriate communication includes, but is not limited to, obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language or images typed, posted or spoken by members; information that could cause damage to an individual or the Club community, or create the danger of disruption of the Club environment; personal attacks, including prejudicial or discriminatory attacks; harassment (persistently acting in a manner that distresses or annoys another person) or stalking others; knowingly or recklessly posting false or defamatory information about a person or organization; and communication that promotes the destruction of property, including the acquisition or creation of weapons or other destructive devices. If a member is told to stop sending communications, that member must cease the activity immediately.

Members may not use any technology to harass, threaten, demean, humiliate, intimidate, embarrass, or annoy their peers or others in their community. This behavior is cyberbullying, which is bullying that takes place using emerging technologies and devices. Examples of cyberbullying include mean text messages or emails; rumors sent by email or posted on social networking sites; and embarrassing pictures, videos, websites or fake profiles.

Monitoring and Inspection

BGCP reserves the right to monitor, inspect, copy and review a personally owned device that is brought to the Club. After signing this policy and acknowledgment of such, a Parent/Guardian DO NOT to be notified before an inspection takes place or be present. Parent/Guardian may refuse to allow such inspections. If so, the member may be barred, by the Senior Director of Safety & Facilities Operations, from bringing personally owned devices to the Club.

Personally, owned devices used at the Club are not permitted to directly connect to the internet through a phone network or other content service provider. Personally owned devices must access the internet via the Club’s content-filtered wireless network. BGCP reserves the right to monitor communication and internet traffic, and to manage, open or close access to specific online websites, portals, networks or other services. Members must follow Club procedures to access the Club’s internet service.

Member / Parent Responsibilities

Members are responsible for keeping devices with them at all times. Staff are not responsible for the security and condition of the member’s personal device. Furthermore, the Club is not liable for the loss, damage, misuse or theft of any personally owned device brought to the Club.

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BGCP restricts the access of inappropriate material. However, supervision of usage may not always be possible while members use the internet. Due to the wide range of material available on the internet, some material may not fit the particular values of members and their families. Because of this, it is not practical for BGCP to monitor and enforce a wide range of social values in student use of the internet. If parents do not want members to access information beyond the scope of this policy, parents should instruct members not to access such materials.

Bring Your Own Device

Mobile devices have changed the way young people communicate. Many of our members have their own phones and tablets, and they use them to text message, use social media and access a variety of applications. This has become essential to our members’ lives, as well as to our Club programming.

At BGCP we integrate mobile technology into our Club’s programming. Phones and tablets are powerful tools that allow children to learn, create, socialize and explore the world around them.

Of course, balance is needed, and there is a time and place for everything. We are concerned with how much time children spend on their devices, what they are accessing, and when this takes place. With Parent/Guardian help, we aim to help our children use their devices safely as an effective tool, rather than allowing them to become a dangerous distraction.

To help achieve this, BGCP has adopted a Bring Your Own Device (BYOD) Policy for our Club. This policy will allow members to bring their laptops, tablets and/or smartphones to the Club for educational use in our facilities. However, members are never required to bring their personal technology to the Club. All members will be able to continue to use our Club technology equipment, and no member will be left out of a program because they do not have a personal device.

If a Parent/Guardian would like a member to participate in this program and/or bring these devices, please read and discuss the following BYOD Acceptable Use Policy with your child. If Parent/Guardian and member agree to the terms, return attached acknowledgment portion to the Club.

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BYOD Acceptable Use Policy Acknowledgment

Please read, sign and submit this form to Club staff.

1. Members will take full responsibility for their devices and keep them with them at all times.
2. Members are responsible for the proper care of their personal devices, including any costs of repair, replacement or any modifications needed to use them at the Club.
3. Members should only use their devices to access services, networks or files relevant to Club-sanctioned programs. Members should only use the features of their devices, including, but not limited to, taking or transmitting pictures, videos, location information or other features in accordance with programs.
4. Members may not use their devices to record, transmit or post pictures, videos, or other information of or about a person or persons at the Club. Nor can any images, videos, or other information recorded at the Club be transmitted or posted at any time without the express permission of Club staff.
5. Members must use the Club’s secured wireless network. Use of cellular (e.g., 3G, 4G) wireless connections is not allowed.
6. The Club reserves the right to inspect a member’s personal device.
7. Members must comply with staff requests to shut down or turn off devices when asked.
8. Violations of any Club policies, administrative procedures or Club rules involving a member’s personally owned device may result in the loss of use of the device at the Club.

This date: _____, as a member of the BGCP, I have reviewed the BYOD Acceptable Use Policy. I understand that any violation of the policy or guidelines may result in revocation of technology privileges and possible further disciplinary action.

Member’s Name: _____

Member’s Signature: _____

I, the undersigned Parent/Guardian, have reviewed the BYOD Acceptable Use Policy and guidelines for the member stated above.

Parent / Guardian Name: _____

Parent / Guardian Name Signature: _____