



## BYOD Acceptable Use Policy (AUP) for Students 2024-2025

### Definitions

1. Devices refer to tablets, notebooks, or any similar products.
2. School refers to Chan Sui Ki (La Salle) College.

### Guidelines

Students using their personal devices on campus must adhere to the following guidelines:

1. Devices can only be used under teachers' supervision or with their approval.
2. Devices must be used for educational purposes only.
3. Unless being used for educational purposes, devices must be in hibernation, stand-by or switched-off mode.
4. The School reserves the right to censor non-educational websites or data.
5. Students should not connect devices to any local area network via an Ethernet cable.
6. Students must comply with copyright laws.
7. Gaming devices or consoles are not permitted.
8. Students are prohibited from taking photos or making video/voice recordings of staff or students without teachers' permission. Violations may result in the suspension of camera use or use of the device.
9. Devices must not be used for inappropriate communications such as harassment, bullying, threats, obscenity, profanity, or any other content that may harm individuals or the School.
10. Students should not share usernames and passwords.
11. Students can only use devices in designated areas (e.g., the canteen or the library) during specific times. They may use their devices and earphones for educational purposes before morning assembly in the canteen, during lunchtime in the canteen or the library, and after school in the library. Students are encouraged to rest their eyes during recess.

### Security

Students are responsible for the safekeeping of their devices. The School is not liable for any loss, damage, or theft of devices brought to school.

### Charging

Students are responsible for maintaining and charging their devices. Batteries should be fully charged each day. Personal power adaptors are not permitted on campus.

### Filtering and Monitoring

The School filters internet content but cannot guarantee that all inappropriate material will be blocked. Students must report any inappropriate material they encounter. Deliberate attempts to bypass filters and security will be addressed by the School.

The School may monitor, inspect, access and review all devices connected to the school network, and reserves the right to install and manage devices with a mobile device management (MDM) system.

### Consequences for Violations

Any reasonable doubt in violations of this agreement or other school policy may result in the device being inspected and/or banned from use on campus. Students who have violated school regulations will be punished.



## 2024-2025 學年度學生自攜裝置使用規定 (AUP)

### 定義

1. 裝置指的是平板電腦、筆記本電腦或任何類似的產品。
2. 學校指的是陳瑞祺(喇沙)書院。

### 指引

在校園內使用自攜裝置的學生必須遵循以下指引：

1. 學生只能在老師的監督下或獲得他們的批准後使用裝置。
2. 裝置只能用於教育目的。
3. 除非用於教育目的，否則裝置必須處於休眠、待機或關機模式。
4. 學校有權審查並封鎖非教育性質的網站或數據。
5. 學生不應將裝置通過乙太網線連接到任何區域網路。
6. 學生必須遵守版權法。
7. 禁止使用遊戲裝置或遊戲機。
8. 學生在未經老師許可的情況下，禁止對員工或學生進行拍照或錄音/錄影。違反此政策將導致暫停使用照相或錄影功能或裝置。
9. 學生不能使用裝置進行不當的通信，包括但不限於以下行為：騷擾、欺凌、威脅、人身攻擊、發布猥褻、褻瀆、粗俗的語言或圖像，及其他可能對個人或學校造成傷害的內容。
10. 學生不得與他人分享用戶名和密碼。
11. 學生只可在特定時段及指定地點內使用裝置。學生可於早會前在飯堂、或午膳時間在飯堂或圖書館，及下課後於圖書館內，使用自攜裝置及耳機進行學習。學生應於小息時盡量讓眼睛休息。

### 安全

學生應妥善保管他們的裝置。學校對學生帶到學校的裝置的任何損失、損壞或盜竊不承擔責任。

### 充電

學生有責任維護及為自己的裝置充電。為保證學習效率，學生應每天帶著充滿電的裝置回校。學生在校園內不得使用自己的電源轉接器。

### 內容過濾和監控

學校會過濾互聯網上的內容，但不能保證所有不適當的資訊都會被阻擋。學生須向老師報告所遇到的任何不適當的資訊。學生若意圖繞過學校的過濾器和保安系統，學校將嚴肅跟進。學校可能會監控、檢查、瀏覽和審查所有連接到學校網路的裝置，並保留使用移動設備管理(MDM)系統安裝和管理裝置的權利。

### 違規處罰

如果有合理理由懷疑學生違反了此協議或其他學校政策，學生的裝置可能會被檢查和/或禁止在校園內使用，學校將按校規處罰違規學生。

陳瑞祺(喇沙)書院  
九龍何文田常和街四號  
電話：二七一八一七五  
傳真：二七六一五五零



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### 2024-2025 學年度學生自攜裝置使用規定 (AUP)

#### Reply Slip 回條

#### Acknowledgement

By using a personal device on campus, students and parents acknowledge that they have read and understand this policy and agree to abide by it. Violations may result in the loss of network and/or device usage privileges, as well as other disciplinary actions.

As a student, I understand and will abide by this Mobile Device Acceptable Use Policy.

As a parent, I understand that my child will be responsible for abiding by the above policy.

#### 聲明

作為學生，本人已閱讀並理解移動裝置接受使用政策。本人將遵守這項政策，如違反此政策可能導致失去網絡和/或使用權利以及其他紀律處罰。

作為家長，本人明白兒子有責任遵守上述政策。

Name of Student: \_\_\_\_\_

學生姓名

Student's Signature: \_\_\_\_\_

學生簽署

Class: \_\_\_\_\_ No. (\_\_\_\_)

班別 班號

Date: \_\_\_\_\_

日期

Name of Parent/Guardian: \_\_\_\_\_

家長/監護人姓名

Parent's/Guardian's Signature: \_\_\_\_\_

家長/監護人簽署

Date: \_\_\_\_\_

日期