

Bring Your Own Device (BYOD) Policy – September 2018 (Review September 2020)

The Purpose of Bring Your Own Device (BYOD) at Roundwood Park School is to enable students to access online resources/apps during lessons to assist them with learning. We hope that, along with other teaching methods used in school, BYOD will be a useful support tool for staff to allow students to stretch their learning even further.

In order to achieve this we have allowed students in KS3 (Years 7, 8 and 9) and KS4 (Years 10 and 11) to bring in a device to further their education. In KS5 we have now made bringing a device to school compulsory and we suggest a laptop for Sixth Formers as the most useful device. In KS3/KS4 we would recommend a tablet however mobile phones are allowed during lesson time at the discretion of the classroom teacher.

The school will hold a small bank of mobile devices of suitable specification for those students who are unable to purchase a device/receive pupil premium funding. These are bookable by staff using the room booking system.

All use will be dealt with under the school's IT Acceptable Use Policy which students and staff accept on screen at the start of each term. This is then logged against their account. The extract from the IT Acceptable Use Policy on BYOD can be found under Appendix 1.

Other Supporting Resources

- **Managed Wi-Fi** – As a school we have an Aruba Managed Wi-Fi system that covers all classrooms/learning spaces and spreads load evenly across the access points. This ensures we have a reliable Wi-Fi service for the end users.
- **Lockers** – There are enough lockers at the school for all students in Years 7–11 to have a locker and lockers are allocated to an individual student. Sixth Formers have access to a number of lockers and they also have access to 50 charging (charge their devices) lockers.
- **Web Filtering** – We have Lightspeed Web filtering which means we can provide a secure learning environment for students. This will track all internet usage and ensure we are allowing the right content for different Key Stages and that they have access to the correct resources for learning and not for distraction. This also gives us much greater control to allow a website at the click of a button.

Appendix 1

- My own portable device will only be used for learning purposes during school times. Sanctions will apply for inappropriate use of my device during lesson times.
- All use in lessons is at the discretion of the classroom teacher.
- Normal school rules apply to the use of mobile devices outside of lessons. Normal school consequences will apply should a device be used outside of lessons without the permission of a member of staff.
- My teacher has full discretion to ask me to put away my device at any time.
- When I bring my device to school, I am fully responsible for keeping it safe.
- I understand I am responsible for ensuring my device is charged before coming to school.
- I will store my device safely when it is not being used (i.e. in my locker).
- I will ensure my device has a passcode or other locking system to ensure my personal information remains safe. I will not use another person's device without their permission.
- With my device, I will only connect to the school Wi-Fi network to use the filtered internet provided. I will not enable 3G/4G during school time for my own protection to protect the privacy of staff and students.
- I understand that all internet activity whilst using the school Wi-Fi network is monitored and recorded and can be used in the event of an investigation.
- I will not take photographs or videos without the permission of the person concerned. I will not post any images to social media taken during school time without permission. I will delete any images or video if I am asked to do so by a member of staff. I understand that members of staff have the right under law to search my device for material that may be harmful.
- Whilst I am allowed to install my own software and media on my own device, I understand that space must be given to learning applications and I may be asked to delete other content to make space for learning tools.
- My own device must not contain illegal software, must not be 'jailbroken' and must have regular official updates applied by the manufacturer in order to keep secure.
- If available, I will ensure my device has adequate antivirus and spyware protection and that it is kept up to date to prevent damage to other devices on the school network.

I understand that my network and internet access may be taken away if I fail to abide by these rules. In accordance with school policy, devices may be confiscated for a limited time period.

I understand that I am subject to sanctions laid down in the Behaviour for Learning (Student Discipline) policy and other applicable school policies.

