

Sperrin Integrated College

Bring Your Own Device Policy

(Post 16 -BYOD)



As a school, Sperrin Integrated College recognises the importance of the Use of ICT to aid learning and ensure all our young people can learn and develop to their full potential. This policy clarifies the responsibilities of staff, parents and pupils in relation to Bringing Your Own Device to School.

Post 16 students have access to a limited number of study periods during which they have the opportunity to focus on coursework, homework tasks and assignments. As the nature of exam courses change and more materials are made available in digital form, students are increasingly required to use and to produce materials in digital form to aid learning. The school recognises the benefits to learning from offering Post 16 students the opportunity to use personal ICT devices in school to support learners. It is the intention of this policy to facilitate the use of personal ICT devices in school to support individualised student learning. Post 16 students are expected to use personal ICT devices in accordance with this policy and must sign a declaration agreeing to be bound by the additional school rules and requirements set out in the policy before they will be permitted to use personal ICT devices in school.

Guidelines for Acceptable Use of Personal ICT Devices:

- **All students must agree and comply with the e Internet Acceptable Use Policy by signing the 'Acceptable Use of Internet' Form at the beginning of each academic year. Parents/Guardians must also sign this form.**
- The primary purpose of the use of personal devices at school is **Educational**.
- Students are **only permitted** to connect to the C2K Guest Trusted wireless service while using a personal ICT device in school. The ICT technician will enable this at the beginning of the year for pupils.
- There are no secure facilities provided at school to store personal ICT devices. Students should therefore keep their personal ICT device with them at all times.
- Use of personal ICT devices during the school day is at the discretion of teachers and staff. Students must use devices as directed by their teacher.
- The use of a personal ICT device is not to be a distraction in any way to teachers or students. Personal devices must not disrupt class or Private Study areas in any way. **Playing games or other non-school work related activities are not permitted.**

- Students shall only use a personal ICT device while under supervision in a Private Study room or a subject classroom unless otherwise directed by a teacher e.g. on school visits or activities.
- Students shall make no attempt to circumvent the school's network security. This includes setting up proxies and downloading programs to bypass security.
- Students **must not** distribute pictures or video or any other material relating to students or staff (distribution can be as small as emailing/texting to another person or as large as posting an image or video online).
- Students must check their personal ICT device daily to ensure the device is free from unsuitable material and free from viruses etc. before bringing the device into school.
- Students must check their personal ICT device daily for basic Health and Safety compliance to ensure it is free from defects i.e. frayed leads, broken keyboards. Any device with a health and safety defect should not be brought into school.

Sanctions for misuse of personal device:

In addition to dealing with misuse within the rules of Sperrin Integrated College Acceptable Use of the Internet Policy and the school's Behaviour Policy one or more of the following sanctions may apply:

- The Personal ICT Device will be confiscated by the member of staff and a parent/guardian must collect it from the school office.
- Privilege of using personal ICT devices at school will be removed.
- Serious misuse of Internet capable devices is regarded as a serious offence in direct contravention of Sperrin Integrated College's Bring your Own Device (BYOD) Policy, the Acceptable Use of the Internet Policy and the Behaviour Policy and will be dealt with in accordance with these policies.

School Liability Statement:

Students bring their personal ICT devices to use at Sperrin Integrated College at their own risk.

Students are expected to act responsibly with regards to their own device, keeping it up to date via regular anti-virus and operating system updates and as secure as possible. It is their duty to be responsible for the upkeep and protection of their devices.

Sperrin Integrated College is in no way responsible for:

- Personal devices that are broken while at school or during school-sponsored activities.
- Personal devices that are lost or stolen at school or during school-sponsored activities.
- Maintenance or upkeep of any device (keeping it charged, installing updates or upgrades, fixing any software or hardware issues).

Bring Your Own Device User Agreement

Student Declaration

- I would like to use my own personal ICT device in school. I confirm this device is on the approved list of devices.

Approved Device Type (please circle)

Laptop

Tablet

- I have read and understood the Bring Your Own Device Policy (BYOD) and I agree to be bound by the guidelines, rules and regulations contained in the BYOD policy, Acceptable Use of the Internet Policy and the Behaviour Policy.
- I understand that the use of a personal ICT device in school is important and agree to use the device for educational purposes only.
- I agree to only connect to the C2K Guest Trusted wireless service while using my personal ICT device in school.
- I understand that I am solely responsible for the correct care, safety and security of my personal ICT device when in school.

Student Name: _____ Class: _____

Signed: _____ Date: _____

Parent/Guardian Approval

I have read the **Bring Your Own Device Policy (BYOD)** and give my child approval to use a personal ICT device in school. I understand my child is personally and solely responsible for the correct care, safety and security of the device. I understand that the school accepts no liability in respect of any personal ICT device used in school by a student. I understand my child **must not** distribute pictures or video or any other material relating to students or staff (distribution can be as small as emailing/texting to another person or as large as posting an image or video online). **Data Protection Act 1998**

I understand and accept the disclaimer.

Parent/Guardian Name: _____

Signed: _____ (Parent/Guardian)

Date: _____

Please return user agreement to Mrs McBride – Head of Sixth Form