



## Bring Your Own Devices (BYOD) Policy

### Introduction

We recognise that mobile technology offers valuable benefits to our children from a teaching and learning perspective. We embrace this technology but require that it is used in an acceptable and responsible way. This policy has been created to help the children use technology safely and responsibly while also protecting our school network and other children at school. This policy works in tandem with our Acceptable Use Policy and Behaviour Management Policy.

### Devices

Children should only normally bring in a Chromebook. Tablets, other laptops and mobile phones should not be brought into School unless agreed with the child's teacher, **please let them know if you are sending in a non-Chromebook device**. Children in Years 3,4,5 & 6 are all asked to bring in their own chromebook daily. Other children may bring a chromebook in with permission from their class teacher.

If a child brings a personal device into school they must adhere to the following:

- the device should be charged and stored in a protective cover/case;
- where possible children should not be encouraged to bring in their own charging device, if they do, if possible it should be PAT tested if older than 1 year. It is acknowledged in some circumstances this may not be possible;
- children will log in via the School Wifi, (each child will be supervised to initially join onto the school's wifi);
- the school Wi-fi code must not be shared with others;
- use of personal devices during the school day is at the discretion of teachers and staff. Children must use devices only as directed by their teacher;
- children shall not use personal devices outside of their classroom unless otherwise directed by a member of staff;
- children shall make no attempts to circumvent the school's network security and/or filtering policies;
- any images taken should be transferred to the children's Google Drive/School Media drive and then deleted from the device;
- children should only log-in via their school account when in school;
- children should not have 'add-ons' (eg change 'mouse icon') unless given specific permission by the computing co-ordinator;
- children should not message each other unless given permission to do so by a member of staff;
- children may not use devices to record, transmit, or post photographic images or video of a person or persons on campus during School hours or during School activities, unless otherwise allowed by a member of staff;
- any device must not have any age inappropriate material (eg downloads or Apps on it), staff may use 'Go Guardian' to view their screen;
- devices will be kept in the classroom unless otherwise allowed by a member of staff;
- devices must be fully charged ready for each morning;
- devices should be kept in a protective cover.

### Misuse of devices

Children and parents should be aware that devices are subject to search by school administrators if the device is suspected of a violation of the student code of conduct. If the device is locked or password protected the student will be required to unlock the device at the request of a school administrator.

Consequences for misuse or causing disruption:

- parents will be notified;
- access to the wireless network may be removed;
- the device may be taken away from the child;
- serious misuse of Internet capable devices is regarded as a serious offence within the School's Behaviour Management Policy/Acceptable ICT Use Policy and will be dealt with in accordance with this policy.

### Damage

The school cannot be held responsible for any loss or damage to the device.

### Sharing

This policy will be shared with staff, parents and children and be made available on the school's website.

### **Review**

Policy written by: A. Atkinson, S. Norcliffe & L. Sanders  
Date of last review: October 2021 S Norcliffe & L McKenna

Bellevue review: June 2020  
Next review: August 2022