



Bring Your Own Device (BYOD) Policy

1. Introduction

Westleigh High School is committed to providing opportunities to support and extend learning and teaching and as part of this commitment, students are in a position to access the school wireless network using their own technology (laptop, smart phone, tablet). This provision will support learning but is a privilege with rules that must be adhered to.

This is a voluntary scheme and particular note should be made that the school accepts no responsibility for the loss, theft or damage of any phone, laptop, tablet or other device brought into school.

2. Implementation

2.1 ICT services will provide individual students with a unique passcode for their device. This may be used on up to two devices per individual.

2.2 Students (and their parents) will be required to sign this BYOD Policy form before being given the passcode for their device.

3. Terms and Conditions

3.1 The school is providing wireless connectivity as a guest service and offers no guarantees that any use of the wireless connection is in any way secure or that any privacy can be protected when using this wireless connection.

3.2 Use of the schools' wireless network is entirely at the risk of the user and the school is not responsible for any loss of any information that may arise from the use of the wireless connection, or from any loss, injury or damage resulting from use of the wireless connection.

3.3 All users of schools' networks are bound by the school's Acceptable Use Policy.

3.4 Students and staff who do not accept the terms of service will not be able to access the school's network.

3.5 Once on the wireless network, all users will have filtered internet access just as they would on a school owned device.

3.6 **Use of the device in lesson time is entirely at the discretion of the teacher.** If the teacher asks you not to use your device then you must follow those instructions. If not, appropriate sanctions will be applied.

3.7 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 in any way. Playing games or other non-school work related activities are not permitted.



3.8 Students shall make no attempts to circumvent the school's network security. This includes setting up proxies and downloading programs to bypass security.

3.9 Whilst every effort will be made to maintain provision of the wireless network, the school cannot accept responsibility if students access data via their own mobile network (e.g. 3G or 4G)

4. The school has the right to take action against anyone involved in incidents of inappropriate behaviour, that are covered in this BYOD Policy, the Acceptable Use Policy or Behaviour Policy, whether in school or out of school (examples would be cyber-bullying, use of images or personal information).

4.1 Students must check their device daily for basic Health and Safety compliance to ensure it is free from defects. Any personal ICT device that has obvious Health and Safety defects should not be brought into school.

4.2 Any failure to comply with this BYOD policy or Acceptable Use Policy will be subject to disciplinary action. This may include loss of access to the school network / internet, detentions, exclusions, contact with parents and in the event of illegal activities, involvement of the police.

4.3 The School reserves the right to search the content of any mobile or handheld devices on the school premises where there is a reasonable suspicion that it may contain inappropriate material including, but not limited to, those which promote pornography, gambling, violence, bullying or discrimination of any form.

Frequently Asked Questions

What personal devices can I use in school?

You may use either a laptop, smart phone or tablet computer (iPad, Android tablet)

How do I get permission to use a personal device in school?

Sign and return the BYOD agreement to your form tutor by the specified date so that it can be passed onto the ICT Support Team. Your return will be recorded on SIMS and the ICT Support Team will e-mail you to your school e-mail account, a unique BYOD WiFi pass code, allowing you to use a personal ICT device in school.

Can I transfer work from school computers to my personal device?

Students may transfer files from the school network to their laptops using a USB pen drive or via Moodle to work on individual files using compatible software. Students will not be able to access their home drive on the school network directly.

Can I physically plug my device into the School Network using a network cable?

Students should not plug into the school network using a network cable.

Can I use my device as a personal WiFi hotspot or broadcast my own wireless network to allow others to access the internet?

Students are **not permitted to use their device to broadcast their own SSID or use it as a hotspot so that it can allow others to access the internet by by-passing the School's wireless network** while in school. The School cannot permit access to non-filtered services for safety reasons and this includes all wireless services. Any student enabling



such a network would be committing a gross breach of trust and would no longer be able to use a personal device in school. Additional sanctions for breaching school rules would also apply.

Can I use my personal device in class?

Devices may only be used in class with the approval of the class teacher.

How do I charge my ICT device at school?

Devices should be charged at home. All electrical devices used in school need to be PAT tested so, for Health and Safety reasons, personal devices cannot be charged in school.

Why am I filtered and monitored on my own device? Shouldn't I be able to see what I want to on my own device?

The School is providing you with a service that it is committed to making as safe and secure as possible. This is part of our wider duty of care to which all who work in schools are bound to follow. Your device is using the School's wireless network which is filtered and secured according to our specifications. Please note, the BYOD WiFi network is there to help support teaching and learning and not as a recreational tool.

I have read and understood the above and agree to use my own device within these guidelines.

Student Name: _____ Form: _____

Signed: _____ (student) Date: _____

Parent Name: _____

Signed: _____ (parent/carer)