



ASHLAWN SCHOOL
‘A High Performing Specialist Academy’

BRING YOUR OWN DEVICE POLICY

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Bring your own device (BYOD) Policy

Ashlawn School is a G Suite Institution and recognises that as technology has evolved, considerable numbers of students have access to their own internet capable devices. These resources, including laptops, tablets and mobile devices, can provide students and their teachers with valuable opportunities to access the internet in order to manage and enhance their learning.

From July -2016, students in Year 12/13 able to bring their own personal devices into lessons and have access to Ashlawn's wireless network. The school network is a filtered service with routine safeguarding. Students will have access to materials and resources to aid their learning through G Suite.

Conditions for Use

General guidelines for year 12/13 students

1. Students who wish to use a personally owned device and access the Ashlawn wireless network will agree to and accept the terms of this school policy.
2. Student access to the Ashlawn wireless network will be regarded as a privilege and not an entitlement. Use of the wireless network will require students to comply with clear conditions and expectations.
3. Student use of the network will be monitored carefully by the ICT Support team.
4. When explicitly permitted by a member of staff , a personal device may be used in lesson to support learning.
5. The purpose of personal devices at school is to enhance learning through G Suite and enhance learning; organisation, note-taking, using the internet, exploring collaborative learning opportunities in and out of lessons where permitted and broader learning during independent study. Using the device for other reasons for example, games, social networking sites or messaging, is not allowed.
6. Students must not attempt to circumvent the school's network security and/or filtering policies. This includes setting up proxies and downloading programs to bypass security.
7. The school reserves the right to inspect and check any device if there is reason to believe that a student has violated school policy or has engaged in other misconduct whilst using the device.
8. Students will be advised to keep their device with them at all times.
9. No charging of personal devices will be allowed on the school site, due to Health and Safety requirements regarding Portable Appliance Testing (PAT) guidelines.
10. Devices should be turned off if not in use during lessons. Devices should not be used during transit between lessons.

During lessons:

- Use of personal devices is at the discretion of teachers and staff. Students must only use devices as permitted by their teacher.
- Devices must not disrupt the class or learning in any way.

During independent study:

- Students can use personal devices in:
 - Nominated private study rooms
 - Supervised study lessons
 - Silent Study area

Classroom guidelines:

1. Personal devices should only be out in lessons, with the explicit permission of the teacher.
2. Devices can be used to aid learning, but students can be asked at any time to evidence this.
3. If a phone is hidden (e.g. messaging under the table etc.) staff will assume it is inappropriate use and confiscate the phone.
4. If students are filming or taking photos, the person's permission must always be sought first, with an explanation about how the image(s) will be used.
5. If a student should receive anything inappropriate on their personal device, the message should not be deleted but shown to the teacher so the appropriate sanction can be issued.
6. If a student exits something on screen or moves the phone away as a teacher approaches, the phone can be confiscated.
7. If students are not using their mobile device appropriately, or are off-task while using the device, a warning will be given and then the device will be confiscated.

School Liability Statement

- Students bring their devices to use at Ashlawn School at their own risk. Students are expected to act responsibly with regards to their own device, keeping it up to date with virus software and as secure as possible. It is their duty to be responsible for the upkeep and protection of their devices. Ashlawn School is not 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
 - Network costs incurred should the student not use the school-provided wireless network
- Any damage or disruption to the school network caused as a result of improper use of a student-owned device will be regarded as a very serious matter.
- Students must keep their devices with them.

There will be consequences in place for the Misuse/ Disruption to Learning if the device is used inappropriately. This may result in a subject detention and/or liaison with HOY.

BYOD Review and Success Criteria

In an attempt to determine the success of rolling out BYOD to students and the potential advantages of continuing this throughout the school, the following benefits are identified:

- Increased independence of students
- Improved responsibility and skills of organisation
- Enhanced group work activities/communication
- Improved opportunities for student research and access to the internet
- Broadening of learning styles
- Development of student electronic learning activities within the classroom
- Better communication throughout the school
- Improved student organisation of work