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The Colleton Primary School

Bring Your Own Device to school (BYOD) policy for children

Reviewed and approved by: Curriculum
Committee

Date: 17th January 2022

Review Date: January 2024

OVERVIEW

This policy is to ensure appropriate use by children who may bring their own personal device to school to support their learning. This includes any accompanying software or hardware for the learning purpose. It applies to the use of the device during school hours and whilst on the school site.

Parent/Children Agreement — Parents and children must agree to the contents of this BYOD policy to show acceptance of the terms and conditions of the use of mobile electronic communication devices in school before children are permitted to use their own device. This overrides our E-Safety policy and will only be agreed if a specific learning need will be supported through the use of the device.

Electronic Communication Device — such devices include laptops, netbooks and notebooks, iPads and tablets, Kindle and e-readers, iPod Touch, smartphone and mobile phones and any other devices that allow electronic communication. Devices that are primarily aimed at gaming or are primarily a music player are not allowed without further discussion and prior permission being granted. Similarly, devices that just permit the making of phone calls and sending texts are also not allowed. The Colleton School will make the final decision whether any such device is permitted.

Lost, stolen or damaged — Children who bring such devices into school do so entirely at their own risk, just like any other personal item. The Colleton School will not accept any responsibility for devices that are misplaced, lost, stolen or damaged. It is also recommended that such devices are fully insured to cover loss and damage outside of the home.

Security and Care - Children are responsible for the proper care and use of their own device. Children are responsible for the adequate security of their own device whilst in school and keeping it in the agreed place within the team. Children must not share or lend their device to other pupils.

Educational use — Devices will only be used for educational purposes to support learning whilst in school. It will be at the teacher's discretion as to when these devices may be used by a child within school. Children will respect a teacher's decision and turn off their device when requested to do so.

Audio, Photographs and Video — Children will not use their device to record audio or take photographs or video of other children or members of staff without their permission. Children will not transmit or upload such media without permission.

Internet Usage Policy — Devices will only access the internet through The Colleton

School network. Children will adhere to the school's E-Safety Policy whilst on the school site. Members of staff have the right to access a child's own device if there is reason to believe a child is in violation of this policy or the above-mentioned policies.

Some devices may not have the capability to connect to school systems. The school is not under any obligation to modify its systems or otherwise assist children in connecting to those systems.

Breaching the BYOD Policy — If a child breaches the BYOD Policy or if a member of staff feels that they are likely to have breached this policy, the right to use the device will be withdrawn for a time period defined by the teacher and a discussion held with the parent. The child's parent will be contacted and they will need to come into school to collect the device at the end of the day. Subsequent misuse by the same child may mean that child is no longer permitted to bring in their own device to school.

Monitoring

The school reserves the right to monitor, intercept, review and erase, without notice, content on the device that is deemed to be in breach of this policy. Monitoring, intercepting, reviewing or erasing of content will only be carried out in order to:

- prevent misuse of the device
- ensure compliance with our rules, standards of conduct and policies in force (including this policy)

By signing the declaration at the end of this policy, you confirm your agreement (without further notice or permission) to such monitoring. You also agree that you use the device at your own risk and that the school will not be responsible for any losses, damages or liability arising out of its use, including any loss, corruption or misuse of any content or loss of access to or misuse of any device, its software or its functionality.

Lost or stolen devices

In the event of a lost or stolen device, you should report the incident to your teacher and the main school office.

Technical support

We do not provide technical support for devices. If you bring your device to school you are responsible for any repairs, maintenance or replacement costs and services.

Costs and reimbursements

You must pay for your own device costs under this policy. By signing the declaration at the end of this policy you acknowledge that you alone are responsible for all costs associated with the device

and that you understand that your usage of the device in school may increase your data usage charges.

DECLARATION AND AGREEMENT

I wish my child to use their personal mobile device for learning purposes at The Colleton School and explicitly confirm my understanding and agreement to the following:

- I have read, understood and agree to all of the terms contained in the Bring Your Own Device to School Policy. I understand that the terms of this policy will apply to me at all times, during or outside school hours, when I am on the school site.
 - I acknowledge and agree that authorised personnel of The Colleton School shall have the rights set out in this policy, including but not limited to the right to access, monitor, review, record and wipe (as the case may be) data contained on my personal device (which I acknowledge may result in inadvertent access to or destruction of my personal data).
 - I understand and agree that The Colleton School in its discretion may amend, or remove this policy at any time and that I will be bound by the terms of the policy as amended.
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BYOD PARENT/CHILDREN AGREEMENT

Please read, sign and date below.

Child: I understand and agree to the conditions set out in the above BYOD Policy. I understand that if I breach this policy then my device may be removed and held in the school office to be collected by my Parent/Guardian. I also understand that I may lose the privilege of bringing my own device into school and possibly face sanctions.

Parent/Guardian: I understand that my child will be responsible for adhering to this policy. I have read and discussed this policy with my child and they understand the trust and responsibility required in having their own device in school.

PLEASE COMPLETE THE BYOD POLICY AGREEMENT FORM AND RETURN TO THE SCHOOL OFFICE

SIGNED (CHILD)

PRINTED NAME and REG GROUP

SIGNED (PARENT)

DATE
