

RED HOUSE SCHOOL BRING YOUR OWN DEVICE (BYOD) POLICY

The School recognises that as technology has changed more pupils have access to Internet capable devices. This should be seen as a resource and provide an opportunity to enable quick and easy access to the Internet to enhance learning. Devices in the form of mobile phones, music players and tablet computers should no longer be looked on as distractions or contraband but should be used in classrooms to aid learning when short bursts of activity are required and a mobile device is more appropriate than a laptop or desktop computer.

General Information

Access to the Red House School wireless network, whether with school-provided or personal devices, is filtered in compliance with the Children's Internet Protection Act (CIPA). However, access from personal devices is limited to Internet use only. Pupils will not have access to any documents which reside on the school network from their personal devices.

Access to the Red House School wireless network is a privilege, not a right. Any use of the wireless network entails personal responsibility and compliance with all school rules. The use of the network also allows IT staff to conduct investigations regarding inappropriate Internet use at any time, by teacher request.

Obtaining access to the network:

To obtain access to the network staff or pupils will need to provide the IT Network Manager with the MAC address of their device enabling them to be given the access key. This can be done in an individual email or by the class teacher making a list of pupils and emailing it to the Network Manager. If pupils or staff are not sure how to find the MAC address then the IT Manager can help.

If a teacher asks a class to use their mobile device on the spur of the moment or without warning to the class and pupils do not already have access the wireless access key can be provided enabling them to use their device. The IT Network Manager should be emailed the MAC address of the device(s) that have been allowed to access the network as soon as possible following the lesson / activity.

A shared document will be available that pupils and teachers can use to record MAC addresses.

The network access key will be changed every half-term.

Guidelines for Use

- *Use of* personal devices during the school day is at the discretion of teachers and staff. Pupils must use devices as directed by their teacher.
- The primary purpose of the use of personal devices at school is educational. Using the device for personal reasons e.g. contacting parents, should only take place after permission has been given from a teacher or other member of staff.

- The use of a personal device is not to be a distraction in any way to teachers or pupils. Personal devices must not disrupt class in any way.
- The use of personal devices falls under Red House School's Acceptable Use Policy, found in the student handbook.
- Pupils shall not use personal devices outside of their classroom unless otherwise directed by their teacher e.g. on school visits or activities.
- Pupils shall make no attempts to circumvent the school's network security and/or filtering policies. This includes setting up proxies and downloading programs to bypass security.
- Pupils shall not distribute pictures or video of pupils or staff without their permission (distribution can be as small as emailing/texting to one other person or as large as posting image or video online).

Consequences for Misuse/Disruption

(one or more may apply):

- Access to the wireless network will be removed.
- Device taken away for the period.
- Device taken away and kept in the front office until parent picks it up.
- Student is not allowed to use personal devices at school.

Serious misuse of Internet capable devices is regarded as a serious offence within the School's Behaviour Management Policy and will be dealt with in accordance with this policy.

School Liability Statement

Pupils bring their devices to use at Red House School at their own risk. Pupils are expected to act responsibly with regards to their own device, keeping it up to date and as secure as possible. It is their duty to be responsible for the upkeep and protection of their devices.

Red House School 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).