



Bring Your Own Device (BYOD) POLICY

Date adopted: 15th October 2024

Date for next adoption: Autumn Term 2025

Reviewed by: Headteacher & IT Manager, E & S Committee

As a school, we will make reasonable adjustments to this policy, in line with the SEND Code of Practice (2014) and the Equality Act (2010), for students with SEND.

1. Purpose

The purpose of this Bring Your Own Device (BYOD) policy is to establish guidelines and expectations for the use of personal electronic devices by Sixth Form students, and in exceptional circumstances, with permission from the Head Teacher, pupils in other year groups at Talbot Heath School. This policy aims to support and enhance learning opportunities through technology, while ensuring a safe, respectful, and productive learning environment.

2. Definition of BYOD

BYOD refers to the practice of students bringing their own personal electronic devices to school for educational purposes. Personal devices are privately owned by students, and are brought into school at their own risk, the school does not provide support, insurance, or liability for them.

3. Related policies

Students are expected to adhere to the related guidelines and information contained within the associated ICT Acceptable Use and ICT, Mobile Equipment and Digital Citizenship Policies.

4. Usage

Devices are to be used for educational purposes, such as accessing the internet for research, completing assignments, or using approved educational apps during instructional time. Apple devices are preferred whenever possible, to enable management and align with integrated teaching applications and our Apple Distinguished School requirements.

Teacher Discretion: The use of personal devices in the classroom is allowed only with the permission of the teacher. Devices must be silenced or set to "airplane mode" unless otherwise instructed.

Internet Use: Students must connect to the school's Wi-Fi network when using their devices on school premises. Mobile data (3G/4G/5G) is not permitted during school hours to ensure compliance with filtering and monitoring protocols.

Respectful Use: Devices should not be used to record, photograph, or video others without their consent, and must not be used for any form of cyberbullying, harassment, or inappropriate content sharing.

5. Prohibited Use

The following uses are strictly prohibited:

Unauthorised Recording: No audio, video, or photo recordings may be made of any staff member, student, or event without explicit permission.

Gaming and Social Media: Accessing games or social media platforms during class time, unless expressly permitted by the teacher for educational purposes, is prohibited.

Inappropriate Content: Accessing or sharing inappropriate, offensive, or illegal content is not allowed at any time.

Personal Use: Devices should not be used for personal calls, messaging, or non-academic purposes during instructional time.

6. Security and Responsibility

Device Security: Students are responsible for the security and care of their own devices. The school is not liable for any loss, theft, damage, or unauthorised use of personal devices.

We advise any device to be kept in a protective case at all times to help protect the physical device and also be able to easily identify device owners.

Viruses and threats: Personal devices used to access school systems must enable automatic updates for security patches from the supplier. Applications installed on the device must also be subject to regular security updates, be supported by the supplier and licensed. Anti-virus software should be installed and kept up to date, with any threats blocked and reported to the IT department as soon as possible. Any advice regarding anti-virus or concerns should be discussed with the school IT Department.

Passwords and Data: Students must ensure that their devices are protected with secure passwords or other security features. The school may require students to register their devices with the IT department to ensure compliance with security policies.

Data Usage: Students are responsible for managing their own data usage and storage. The school will not be responsible for personal data, or any loss of data, stored on a student's device.

Wi-Fi Access: Students are permitted to use the school's THS or TH Guest Wi-Fi networks to support their learning. Please note that these networks are monitored and filtered, with inappropriate content being blocked. The IT Department logs all access attempts and will report any serious incidents to the appropriate staff members.

This policy ensures that all devices, like school iPads, should be fully charged at home and ready for use during the school day. However, in exceptional cases where charging is necessary during school hours:

- Students or staff can borrow a charger from the IT Department, where a compatible charger is available.
- Students may use their original charger if it is new, or in good condition.
- If students have any concerns regarding their charger, they should contact the Facilities Manager for clarification and potential PAT (Portable Appliance Testing) testing before using it in the school building.

This is likely intended for both convenience and safety, ensuring devices are operational while maintaining school electrical safety standards.

7. Privacy and Monitoring

Network Monitoring: The school reserves the right to monitor all activity on its network, including activities conducted on personal devices connected to the school's Wi-Fi.

Device Inspection: If a violation of school policy is suspected, the school reserves the right to request access to a student's device for inspection.

8. Consequences of Policy Violations

Warning: Minor infractions may result in a verbal warning.

Device Confiscation: Repeated or serious violations may result in the confiscation of the student's device for the remainder of the school day or longer.

Loss of BYOD Privileges: Continued violations may lead to the suspension or permanent loss of BYOD privileges.

Disciplinary Action: Serious breaches, such as accessing inappropriate content, cyberbullying, or unauthorised recording, will be subject to further disciplinary action according to the school's code of conduct.

9. Parental Responsibilities

We aim to work in partnership with parents, when choosing and deploying a mobile device. Monitoring: Parents/guardians are encouraged to discuss and monitor their child's use of personal devices to ensure appropriate usage both at school and at home.

Device Safety: Parents should ensure that the device brought to school is safe, in working condition, and has the appropriate software/applications for educational use.

By bringing a personal device to school, students and parents/guardians agree to the terms outlined in this BYOD policy and are responsible for ensuring compliance with its rules and guidelines.

10. Limitation of Liability

Talbot Heath School will not be held responsible for any financial charges, theft, damage, loss, or harm caused to personal devices brought to school. The student assumes full responsibility for their device at all times.