



**WILMINGTON**  
GRAMMAR SCHOOL FOR GIRLS

# Bring Your Own Device Policy

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## Definitions

Bring your own device (BYOD) refers to technology models where individuals bring a personally owned device to school for the purpose of learning.

A personally owned device is any technology device brought into school and owned by a student (*or the student's family*), staff or guest.

Endeavour MAT run manage and maintain the network across all trust schools, including WGSG. For the purposes of this policy WGSG and Endeavour MAT should be seen as the same entity.

## Rationale

Endeavour MAT recognises the benefits to learning from offering students the opportunity to use personal ICT devices to support learners and their learning. MAT has, therefore, provided it's students, staff and guests access to a secure, internet filtered, wireless network for the enrichment of educational activities.

It is the intention of this policy to facilitate and support the use of personal ICT devices at school in furtherance of individualised student learning. Students are expected to use personal ICT devices in accordance with this policy and WGSG Acceptable Use and on-line safety Policy (AUP).

Please note that students are never required to bring in outside technology to school. All students will continue to be able to use school equipment. No student will be disadvantaged by WGSG's Bring Your Own Device policy.

## Guidelines for Acceptable Use of Personal ICT Devices

- The use of personal ICT devices falls under the WGSG Acceptable and on-line safety Policy (AUP) which all students must agree to, and comply with.
- The primary purpose of the use of personal devices at a school is educational. Using the device for personal reasons is not permitted.
- Pupil's personal devices must be switched off and kept out of sight during lessons or formal school time and while moving between lessons (i.e in their bag or pocket).
- Students must use their own network credentials to connect to WGSG's wireless network. Students shall make no attempts to circumvent Endeavour MAT's network security. This includes, but is not limited to, setting up proxies and downloading programs to bypass security.
- 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 lessons or private study/recreation areas in any way. Playing games or other non-educational work-related activities are not permitted.
- Students are not permitted to use any electronic device to record audio or video media or take pictures of any student or staff member without their permission.
- Students shall not distribute pictures or video or any other material relating to students, staff or areas of the school without permission (distribution can range from emailing/texting to one other person to posting images or videos online).
- Students are not to call, text message, email, or electronically communicate with others from their personal device, including other students, parents, guardians, friends, and family during school time.
- Students are expected to act responsibly and thoughtfully when using technology resources. Students should ask for permission if they are unsure whether they can use their device or a piece of software
- Students may not utilise any technology to harass, threaten, demean, humiliate, intimidate, embarrass, or annoy their classmates or others in their community. This is unacceptable behaviour known as cyber bullying and will not be tolerated. Any bullying that is determined to disrupt the safety and/or wellbeing of others will be sanctioned in line with the behaviour policy.

- Students must check their personal ICT device regularly to ensure the device is free from unsuitable material and free from viruses before bringing the device into school.
- Students must check their personal ICT device regularly 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.
- Students are responsible for charging their personal ICT devices prior to bringing them into school. Personal ICT devices cannot be connected to the school's power outlets.

## Consequences for Misuse/Disruption

Consequences for Misuse/Disruption will be in line with the WGSG Behaviour Policy and may include:

- BYOD device confiscated.
- Access to WGSG wireless network may be limited or withheld.
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Endeavour MAT reserves the right to monitor, inspect, copy, and review a personally owned device or file when staff have a reasonable suspicion that a violation has occurred.

In serious cases ENDEAVOUR MAT reserves the right to contact external authorities for advice, investigation and prosecution.

## Endeavour MAT Liability Statement

Students bring their personal ICT devices to use school at their own risk. Students are expected to act responsibly with regards to their own devices, keeping them up-to-date via regular anti-virus and operating system updates and as secure as possible. It is their duty to be responsible for the upkeep and protection of their devices.

*Endeavour MAT 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).
- Parents should ensure they have adequate insurance cover in place to cover the cost of repair/replacement of a personal ICT device in the event of loss/damage to the device.
- The school will take no responsibility for the security of the lockers. Any equipment is left in lockers at the students own risk.

## Disclaimer

Endeavour MAT accepts no liability in respect of any loss/damage to personal ICT devices while at a school or during school-sponsored activities. The decision to bring a personal ICT device into school rests with the student and their parent(s)/guardian(s), as does the liability for any loss/damage that may result from the use of a personal ICT device at school.

By bringing a personal ICT device into school students and their parent(s)/guardian(s) accept this disclaimer and agree to abide by this policy.