



Effective Date: 15 <sup>th</sup> August 2017	Title: Bring Your Own Device Policy
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Supersedes Date: 22 <sup>nd</sup> August 2016	Originator: A. McGarry

## Bring Your Own Device Policy

Bring Your Own Device systems have been created to enable the connection of your own home devices, on a school internet only system.

It is important that all students have read, understood and signed the Student Acceptable Use Policy, read and understood the school policy on Bullying (including Cyber-bullying), which are found on the website "School Policies" section.

Students will receive e-safety help and instruction as part of the wider school curriculum, but may contact a member of school staff for help and advice, or make them aware of any concerns or issues as appropriate.

The following points are to be read, understood and followed before connecting to the Bring Your Own Device system:

1. Teachers will define their own "offline times"- Each teacher will specify to their classes, when pupils own devices are or are not to be used in their lessons.
2. All students must turn-off personal mobile broadband (and mobile hotspot sharing) whilst in school
3. All devices must be turned to "Silent modes", to limit disruption in class
4. We will not allow jail-broken or illegal devices on the network. Such devices will be quarantined and banned.
5. We will not provide support on any device apps or services.
6. We will not provide support for personal devices.
7. You must not use apps or resources to bypass or circumvent network security.
8. We are not responsible for personal data loss on your device. We advise you to back up your device regularly.
9. If you configure school email access on your device, you agree to our remote quarantine rules and deletion functionality in the event your device is lost or stolen. All losses must be reported to the IT department in a reasonable time-frame or we cannot connect any further device(s).
10. BlackBerry smartphones and tablets will not be able to connect to the BYOD system, due to restrictions in effect on these devices.
11. If you agree to participate in the BYOD program (by connecting to the "LVS BYOD" system), you may be asked to produce your personal devices for examination by a member of staff.
12. All devices are subject to the same internet filtering rules as your user account whilst connected to our wireless network.
13. It is your responsibility to keep your device free from viruses and malware. If your device is found to contain malicious software, it will be automatically quarantined and barred from accessing the BYOD system. It will be your responsibility to clean your device before the system will let you reconnect.
14. Pupils must restrict themselves to usage which is ethical and which we consider appropriate. They may assume that their data is secure against interference by other users. However, their activities may be scrutinised by I.T. staff or the eSafety coordinator during routine system maintenance, or if there is reason to suspect misuse of the network.



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15. In the Junior School students are not permitted to bring mobile devices of their own into school. They are however permitted to use devices which are owned by the school. This also applies to all students in EYFS.

16. Each student will be allowed two devices to be attached to the LVS BYOD system.

To register a device:

- Connect to the “LVS BYOD” Wi-Fi network from your device (no password is required).
- Once connected depending on your device it will either automatically open a web page, or open a web page on your device where you will be presented with a registration page.
- Enter your username and password.
- You will be presented with a page listing your registered device details (fig.2). After reviewing this page, please close your browser.
- You will now be able to connect to the internet with your device on the LVS BYOD system.



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### APPROVAL/CHANGE FORM

Approval/Change Form		
ORIGINATOR: _____ SIGNATURE: _____ (BLOCK CAPITALS)		
<b>WITHIN DEPT.:</b>		
REVIEWED BY:	POSITION:	DATE:
_____	_____	_____
_____	_____	_____
<b>EXTERNAL TO DEPT.:</b>		
REVIEWED BY:	POSITION:	DATE:
Carl Bingham	Deputy Head Pastoral	_____
_____	_____	_____
REVISION NO.	REASON FOR REVISION	EFFECTIVE DATE
<b>001</b>	<b>First Issue</b>	<b>26 August 2013</b>
<b>002</b>	<b>Second Issue</b>	<b>08 July 2014</b>
<b>003</b>	<b>Third issue (Junior and EYFS statement)</b>	<b>07 July 2015</b>
<b>004</b>	<b>Fourth Issue (New website policies location changed)</b>	<b>11 Nov 2015</b>
<b>004</b>	<b>Annual review</b>	<b>22<sup>nd</sup> August 2016</b>
<b>005</b>	<b>Annual review</b>	<b>15<sup>th</sup> August 2017</b>

Effective Date: 15th Aug 2017  
 Reviewed no later than: 14<sup>th</sup> Aug 2018