

Bring Your Own Device (BYOD) Policy for Students

Review Date: Oct 2025

Reviewed by: SLT

Final Approval: SLT

Please read and sign this agreement so you can use your personal device in school. Students are not permitted to use personal technology devices unless this is signed. Personal devices include laptops and tablets.

Students wishing to use their personal devices on the Bishop Stopford School (BSS) premises must also adhere to the Student Acceptable Use Policy (AUP) for ICT and anti-bullying policy and this policy should be read in conjunction with them.

- I am fully responsible for my device. I understand that Bishop Stopford School is not responsible for the device in any way, including if it is confiscated because of my own actions.
- I am not permitted to leave my device on school premises outside of school hours.
- When not in use my device must be switched off and stored in my school bag or locker.
- I must immediately comply with any staff request to put away, shut down or close the screen of my device.
- I understand that I am not permitted to either transmit or upload photographic images/videos of any person on BSS premises to the internet other than school approved sites.
- I understand that I need to ask consent before I take an image using my device, and that I cannot take or store images without consent. I will take all reasonable steps to ensure staff and students are not identifiable in an image (e.g. only show the backs of heads).
- I am responsible for charging my personal device before bringing it/them to school so it/they can run on their batteries whilst at school. Charging may not always be available, and it will always be at the discretion of teachers.
- I understand that BSS will not accept any responsibility for damage (either software or hardware) to my device under any circumstances, any infection by malware (i.e., viruses, worms, ransomware, spyware, adware, scareware and any other malicious programs).
- To ensure appropriate internet filters are in place, I understand that I can only use the BSS Wi-Fi.
- I understand that I must take all reasonable steps to avoid bringing devices onto BSS premises that might infect the network with a virus, worm or any program designed to damage, alter, destroy, or provide access to unauthorised data or information. Failure to do so is in violation of the Student AUP for ICT and will result in disciplinary action in accordance with the school's behaviour policy.
- I accept that BSS IT Support and Safeguarding Teams have the right to examine any device that is suspected of containing material that contravenes the school rules or is the source of an attack or virus infection.
- I understand and accept that if a member of staff sees something concerning on my device, they may confiscate the device and raise a safeguarding concern.
- I understand that if I choose to share the use of my personal device with other students the device remains my responsibility.
- I agree that my device cannot be used during examinations, tests or assessments of any kind unless otherwise specifically directed by the SENCO and/or the Exams Officer. These devices will be examined by the IT technician team.
- Voice, text messages, pictures or videos must never be sent or received in lessons, social time, assemblies, interviews, tests or examinations. There may however be cases where this will be required as part of the lesson, and will be directed by the teacher.
- I understand that the use of personal device on BSS premises is only permitted in so far as it supports my learning and educational experience. It is not a right but a privilege, and I understand that any breach of these rules may lead to the removal of this right at any time and without notice.

Types of acceptable device and the school resources I can expect to access:

	Mobile Phone	Tablet (including ipad)	Windows Laptop	Chromebook	MacBook
Allowed in School	No	Yes	Yes	Yes	Yes
Full Network Access	No	No	No	No	No
Internet Access Only	No	Yes	Yes	Yes	Yes

The current version of any policy, procedure, protocol or guideline is the version held on the Bishop Stopford School website. It is the responsibility of all users to ensure that they are following the current version.

I also understand that any breach of these rules may result in appropriate sanctions. I confirm that I understand these rules and guidelines.

If you have any questions about bringing your own device to school please contact Mrs C. Smith, Deputy Headteacher CSmith@BishopStopford.com or ithelpesk@bishopstopford.com for any technical queries.

Name:

Signed:

Date:

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