

# Mobile Technology Policy (including BYOD / BYOT)

“Let each of you look not only to his own interests, but also to the interests of others.”

**Philippians 2:4**



## **‘Feeding Hearts and Minds’**

The peace, joy and love of Christ is at the heart of all that we do in our school. Through religious education, school policy and, primarily, our culture of prayerfulness, charity and joy, we seek to share the Gospel with our families, our parish, our community and the wider world.

Using the example of Jesus Christ, we cultivate the skills of heart and mind that allow us to develop our talents and take a shared responsibility for ourselves, each other and the world He gave us. We profess our faith proudly and recognise that we are called to a loving relationship with God through the sacraments, scripture and prayer.

Our school is animated by love and our shared faith and clear values drive our behaviour and our relationships; we are tolerant and respectful of the unique value of each person. Our individual needs and talents are recognised and nurtured in a warm, inclusive environment where we are able to use our gifts for the glory of God and in loving service of others.

We have excellent role models who empower us to believe in ourselves and provide us with an outstanding education and a wide range of opportunities – our aspirations for the future are high and we believe that through God’s grace we can grow, learn and realise our full potential.

- The school acceptable use agreements for staff, pupils/students and parents/carers will give consideration to the use of mobile technologies
- The school allows:

	School owned and allocated to a single user	School owned for use by multiple users	Pupil owned	Staff owned	Visitor owned
Allowed in school	<b>Yes</b>	<b>Yes</b>	No	Yes	Yes
Full network access	Yes	Yes	No	Yes	No
Internet only	No	No	No	No	Yes
No network access	No	No	No	No	No

- The school has provided technical solutions for the safe use of mobile technology for school devices/personal devices:
  - Appropriate access control is applied to all mobile devices according to the requirements of the user (e.g Internet only access, network access allowed, shared folder network access)
  - The school has addressed broadband performance and capacity to ensure that core educational and administrative activities are not negatively affected by the increase in the number of connected devices
  - For all mobile technologies, filtering will be applied to the internet connection and attempts to bypass this are not permitted
  - Appropriate exit processes are implemented for devices no longer used at a school location or by an authorised user.
  - All school devices are subject to routine monitoring
  - Pro-active monitoring has been implemented to monitor activity
- When personal devices are permitted:
  - All personal devices are restricted through the implementation of technical solutions that provide appropriate levels of network access
  - Personal devices are brought into the school entirely at the risk of the owner and the decision to bring the device in to the school lies with the as does the liability for any loss or damage resulting from the use of the device in school
  - The school accepts no responsibility or liability in respect of lost, stolen or damaged devices while at school or on activities organised or undertaken by the school (the school recommends insurance is purchased to cover that device whilst out of the home)

- The school accepts no responsibility for any malfunction of a device due to changes made to the device while on the school network or whilst resolving any connectivity issues
- The school recommends that the devices are made easily identifiable and have a protective case to help secure them as the devices are moved around the school. Pass-codes or PINs should be set on personal devices to aid security
- The school is not responsible for the day to day maintenance or upkeep of the user's personal device such as the charging of any device, the installation of software updates or the resolution of hardware issues
- Users are expected to act responsibly, safely and respectfully in line with current acceptable use agreements, in addition;
  - Devices may not be used in tests or exams
  - Visitors should be provided with information about how and when they are permitted to use mobile technology in line with local safeguarding arrangements
  - Users are responsible for keeping their device up to date through software, security and app updates. The device is virus protected and should not be capable of passing on infections to the network
  - Users are responsible for charging their own devices and for protecting and looking after their devices while in the school
  - Personal devices should be charged before being brought to the school as the charging of personal devices is not permitted during the school day
  - Devices must be in silent mode on the school site
  - Confiscation and searching (England) - the school has the right to take, examine and search any device that is suspected of unauthorised use, either technical or inappropriate.
  - The changing of settings (exceptions include personal settings such as font size, brightness, etc...) that would stop the device working as it was originally set up and intended to work is not permitted
  - The software/apps originally installed by the school must remain on the school owned device in usable condition and be easily accessible at all times. From time to time the school may add software applications for use in a particular lesson. Periodic checks of devices will be made to ensure that users have not removed required apps
  - The school will ensure that devices contain the necessary apps for school work. Apps added by the school will remain the property of the school and will not be accessible to pupils on authorised devices once they leave the school roll.
  - Users should be mindful of the age limits for app purchases and use and should ensure they read the terms and conditions before use.
  - Users must only photograph people with their permission. Users must only take pictures or videos that are required for a task or activity. All unnecessary images or videos will be deleted immediately
  - Devices may be used in lessons in accordance with teacher direction
  - Staff owned devices should not be used for personal purposes during teaching sessions, unless in exceptional circumstances



## Mobile Technology Policy

January 2020

The Mobile Technology Policy is based on best practice advice from Lancashire County Council.

The implementation of this policy will be monitored by Kelly Hannah in consultation with SLT

This policy will be reviewed as appropriate by the FCC committee on behalf of The Governing Body.

Intended Policy Review Date – September 2020

Approved by: \_\_\_\_\_ (Headteacher)

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ (Governor)

Date: \_\_\_\_\_