

# Bring Your Own Device

## Student and Parent/Carer Agreement

Alderman White School has adopted a Chromebook programme which will provide the opportunity for parents to purchase a subsidised Chromebook for their child to use at home and school. As part of the programme, we are also opening up the offer of students bringing their own devices in place of a school-purchased Chromebook should parent not be in a position to make a purchase. Although we strongly recommend families to purchase a school subsidised device, we recognise that many will have upgraded their IT equipment throughout the course of the pandemic and will not want to purchase additional hardware.

### **The reasons for this programme are:**

- To enable all students to access their learning remotely if they are required to self-isolate or stay at home through our web based remote learning provision on google classroom and live lessons on MS Teams – students will require their own device throughout the school day in order to access our remote provision
- To enable students to access lesson resources and homework tasks.
- To access intervention materials and catch up resources and activities that can be delivered and accessed on a personalised basis.
- To enable school to accelerate its programme for integrating the use of IT into the curriculum based on our learning and development during school closure.

### **Device Usage whilst on school site**

- Students may bring their home device to school and use it in the classroom. This will be to supplement the work and learning. Students will not require a device to access their learning.
- Students are not to use their device outside of lesson time unless instructed to by a member of staff.
- A member of staff has the right to determine when a device should be used in the classroom, and when it should be closed or put away.

### **Expectations Responsibilities and Care whilst on school site**

- Devices brought to school must have a full charge ready for the school day. Students are not permitted to charge the devices in school and the power adaptor should be left at home. If the device loses power during the school day, a loan unit will not be available.
- No stickers or writing on the device should be visible to others.
- Students must take measures to protect the device from damage or theft (Do not leave the device unattended unless in a secure location).
- At no time shall the device be used for unlawful or inappropriate activities.
- Students are not allowed to let others use their device.
- Avoid placing or dropping heavy objects on the top of your device.
- Computer devices do not like excessive heat or cold (Don't leave it in your car).
- Do not block air flow when device is on (Do not place it on a soft object like a pillow or duvet).

### **At Home Expectations**

- It is the parents' responsibility to monitor the students' usage whilst at home.

- The device must be charged at home each night if they are going to be brought to school.

### **Violations**

- Students must follow the Alderman White 'Internet Code of Practice and Acceptable Use Policy' and 'Chromebook Policy and Procedures' at all times while using the device. These documents can be found on our website.
- Violations of any of the policies or items stated in this document will be addressed by the IT Services and the Pastoral Team to determine the correct course of action.
- We reserve the right to check the device at any time for content which could raise a safeguarding issue or compromise the integrity of our network system.

### **Damages, Lost or Stolen (Incidents) whilst on school site:**

- Damages and other incidents should be reported to pastoral leaders and the IT Services as soon as possible if occurred on school site and in the school day.
- A report will need to be filed with IT Services if a device is lost or stolen. If the device is stolen, you should also provide us with a crime reference number.
- If a device is damaged, lost or stolen on site and it is deemed to be the fault of the child, we will not provide any financial assistance in repairing or replacing the device. We will support you in investigating the situation.
- If a device is damaged, lost or stolen and it is deemed to be the fault or partial fault of the school, we will support the repair or replacement of the device up to the value of £84. This is the subsidy figure the school pays towards each school-purchased Chromebook.

For users under the age of 18, we are required under our G Suite agreement to get parental consent before allowing access to **GSuite Additional Services** which includes the following apps that we have enabled for our students:-

App Maker, Blogger, Chrome Web Store, Feedburner, Fusion Tables, Google Alerts, Google Bookmarks, Google Books, Google Cloud Print, Google Earth, Google Groups, Google Maps, Google Photos, Google Play, Google Play Console, Google Public Data Explorer, Google Search Console, Google Takeout, Managed Google Play, Material Gallery, Science Journal, Search and Assistant, Studio, Web and App Activity, YouTube.

If you do not consent to your child using these please indicate this by **not ticking** the appropriate box on the reply slip. We have published additional information about GSuite For Education, including privacy notices, on our website.

# Student and Parent/Carer Agreement

If you have read, fully understand and agree to the information regarding our BYOD policy then please complete the section below:

## Student

I have read, or had the information above read to me, and fully understand the Alderman White School ICT Acceptable Use Policy, BYOD policy and the Chromebook Student and Parent/Carer Agreement. I understand these rules and agree to fully comply with all of them. Should I violate any of these rules at any time, I understand that I will be held accountable for my actions.

**X** Student Name \_\_\_\_\_ Student Signature \_\_\_\_\_

## Parent/Carer

As the parent or carer of the student signing above, I grant permission for my child to bring in their own device and use it in school. I understand that I am responsible for monitoring my child's usage whilst at home. I also fully understand that some materials on the internet may be considered controversial, inappropriate or offensive. I further understand that my child may keep their access as long as the procedures and rules described in the ICT Acceptable Use Policy are followed. Should my child violate any of the previously mentioned rules or procedures, they will be held accountable for their actions by Alderman White School.

**I consent to my child using GSuite Additional Services**

(Please note that the Chromebook will be less beneficial, and your child may not have access to some of the resources we hope to use in class if you do not consent).

**X** Parent/Carer Name \_\_\_\_\_

**X** Parent/Carer Signature \_\_\_\_\_

**X** Date \_\_\_\_\_