



# Bring Your Own Devices Policy

School Details :	<p><b>The Island Project School</b>  DofE Registration Number : 334/6010  Company Registration Number : 5924196  Registered Charity Number : 1119034  Telephone Number : 01675 442588</p>
Designated Safeguarding Lead :	<p><b>Sarah Gallagher</b> – School Principal  Mobile : 07971 543 832  Email : <a href="mailto:s.gallagher@ipschool.co.uk">s.gallagher@ipschool.co.uk</a></p>
Deputy Designated Safeguarding Lead :	<p><b>Nicole Sheehan</b> – SLT (Head of School)  mobile: 07971 543 755  email : <a href="mailto:n.sheehan@ipschool.co.uk">n.sheehan@ipschool.co.uk</a>  <b>Melanie Collett</b> – SLT (Head of Further Education)  Mobile : 07971 543 753  Email : <a href="mailto:m.collett@ipschool.co.uk">m.collett@ipschool.co.uk</a>  <b>Nial Al-Zanki</b> – Head of Post 16  email : <a href="mailto:n.al-zanki@ipschool.co.uk">n.al-zanki@ipschool.co.uk</a>  telephone : 01675 466 682</p>
Designated Trustees For Child Protection:	<p><b>Jacqui Walters-Hutton</b>  email : <a href="mailto:jwaltershutton.trustee@ipschool.co.uk">jwaltershutton.trustee@ipschool.co.uk</a></p>
Senior Leadership Team :	<p><b>Sarah Gallagher</b> – SLT (School Principal)  <b>Carol Howe</b> – SLT (Curriculum Director)  email : <a href="mailto:c.howe@ipschool.co.uk">c.howe@ipschool.co.uk</a>  <b>Paul Quigley</b> – SLT (Commercial Director)  email: <a href="mailto:p.quigley@ipschool.co.uk">p.quigley@ipschool.co.uk</a>  <b>Nicole Sheehan</b> – SLT (Head of School)  <b>Melanie Collett</b> – SLT (Head of Further Education)</p>
Trustees :	<p><b>Gordon Booth</b> <a href="mailto:gbooth.trustee@ipschool.co.uk">gbooth.trustee@ipschool.co.uk</a>  <b>Jacqueline Walters-Hutton</b>  <b>Claire Browning</b> <a href="mailto:cbrowning.trustee@ipschool.co.uk">cbrowning.trustee@ipschool.co.uk</a>  <b>Lucy Doble</b> <a href="mailto:ldoble.trustee@ipschool.co.uk">ldoble.trustee@ipschool.co.uk</a></p>
Date Last Reviewed :	<p>Reviewed and reissued : 22<sup>nd</sup> March 2017</p>
To be reviewed by :	<p>22<sup>nd</sup> March 2020</p>

## Bring Your Own Devices (or “BYOD”) Policy - Use of pupil owned internet enabled devices in School

Many pupils have internet enabled devices that they use within School, either as a communication aid or teaching device or for reinforcement.

These terms and conditions apply to all mobile internet enabled devices brought in from home, including (but not exclusive to) mobile or smart phones, iPads or other tablets, iPods and laptops.

To clarify the use of these pupil devices, we set out below the terms and conditions of use for any such devices brought in from home or provided by third party providers such as ACT (referred to in this letter as “devices”).

In order for your child to be able to use these devices within School, you need to understand that by sending these devices in, you are consenting to the following terms:

- That the School does not take any responsibility for the loss or damage of any device.
- The School does not take responsibility for the loss or damage of any device when pupils are travelling to or from School.
- The School will attempt to facilitate the re-charging of any devices during the School, but this is subject to parents providing appropriate chargers and staff having time and capacity of staff to supervise recharging of the device during the day.
- Internet use on any devices will be observed by members of staff. Access to the internet will be used only for educational purposes as part of a guided educational programme, research or as part of a reinforcement programme agreed Heads of Unit.
- Any internet access will be through the School’s wifi system to ensure that there are appropriate checks and safety measures in place, the internet should not be accessed via 3G or 4G
- Whilst in School, pupils may not use social media (unless in circumstances which have been previously agreed with the Head of Unit and only then if supervised), instant messaging websites, ‘Torrent’ sites, chat sites, or chat roulette sites or proxy-bypass servers or websites
- Pupils must hand in any mobile phones to tutors at the start of the day, so they can be securely put away and kept safe until the end of the day, when they will be handed back to the student. Phones may be used in a structured lesson plan, but must be retrieved by a member of staff, and then put back into secure storage until the end of the day.
- Tablets and other devices will be dealt with as appropriate to the relevant pupil and as set out in their IEP/behaviour Plan or other document.
- The School has the right to monitor and check any devices brought into School. Any pictures taken on devices must, be taken within guidelines laid down by School policy, be authorised by parents/carers of relevant Pupils (or the pupils themselves), and must not downloaded uploaded to the cloud.
- Pupils are not allowed to access the School’s wifi system unless specifically agreed with the School Principal and activated by the Head of Unit

This policy will be reviewed regularly and may be withdrawn or amended at any time.