

# **Walsall Academy**



## **Bring Your Own Device Policy**

|                                          |                                                                                                                               |
|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| <b>Policy Title</b>                      | <b>Bring Your Own Device Policy</b>                                                                                           |
| <b>Policy Reference</b>                  | <b>WA/BYOD</b>                                                                                                                |
| <b>Description</b>                       | <b>This document sets out procedures relating to staff and students using their own device</b>                                |
| <b>Status</b>                            | <b>Non-Statutory</b>                                                                                                          |
| <b>Category</b>                          | <b>Academy</b>                                                                                                                |
| <b>Person Responsible</b>                | <b>M Khan – ICT Network Manager</b>                                                                                           |
| <b>Version</b>                           | <b>V 1.5 November 2025</b>                                                                                                    |
| <b>Other relevant policies</b>           |                                                                                                                               |
| <b>Adopted by the Governing Board on</b> | <b>N/A</b>                                                                                                                    |
| <b>Next Review Due</b>                   | <b>November 2026</b>                                                                                                          |
| <b>Data Protection</b>                   | <b>Data will be processed in line with the requirements and protections set out in the General Data Protection Regulation</b> |

| <b>Version Records</b> |                       |                    |
|------------------------|-----------------------|--------------------|
| <b>Version</b>         | <b>Date</b>           | <b>Description</b> |
| <b>1.1</b>             | <b>December 2015</b>  | <b>New policy</b>  |
| <b>1.2</b>             | <b>February 2021</b>  | <b>Review</b>      |
| <b>1.3</b>             | <b>January 2023</b>   | <b>Review</b>      |
| <b>1.4</b>             | <b>September 2024</b> | <b>Review</b>      |
| <b>1.5</b>             | <b>November 2025</b>  | <b>Review</b>      |
| <b>1.6</b>             |                       |                    |
| <b>1.7</b>             |                       |                    |

## **Bring Your Own Device (BYOD) Policy**

Walsall Academy are pleased to be able to offer our students and staff access to the Academy ICT infrastructure technology, including access to the Internet, certain online services, and the Walsall Academy information technology network via their own personal mobile devices. For this, and related documents, a “device” may be a smartphone, tablet or laptop. Device use by students in the Academy must be granted permission from a member of staff.

The Academy recognises the benefits to learning from offering staff and sixth form students the opportunity to use personal ICT devices in school to support learners and their learning. It is the intention of this policy to facilitate and support the use of personal ICT devices in school in furtherance of individualised student learning.

Staff and students are expected to use personal ICT devices in accordance with this policy and by using any such device in school users agree to be bound by the additional rules and requirements set out in this policy, the “ICT Security Policy and Procedures” and the “Academy ICT Acceptable Use Policy”.

When providing your account information and logging into the Academy network from your personal device you are agreeing to the rules and conditions laid out in this and the two documents referred to above.

Bring Your Own Device (BYOD) is an addition to the curriculum and is not a compulsory element of a student’s education. It is not the Academy’s responsibility to provide or support personal devices. The purchase, maintenance, safety, insurance and security of all personal devices must be borne by the employee/parent/student.

### **Rules for Acceptable Use of Personal ICT Devices**

#### **Storage of Personal Devices**

There are no secure facilities provided at school to store personal ICT devices. Users are responsible for the security of their own devices.

#### **The use of a personal ICT device is not to be a distraction in any way to teachers or students**

Personal devices must not disrupt class or private study areas in any way. Playing games, accessing social media networks or other non-school academic related activities are not permitted.

#### **Users must respect and protect the privacy of others by:**

- Using only assigned accounts.
- Only viewing, using, or copying passwords, data, or networks to which they are authorised.
- Refraining from distributing private information about others or themselves.
- Students should refrain from taking any photographs/images, unless instructed to, or under the supervision of a staff member.

#### **Users must respect and protect the integrity, availability, and security of all electronic resources by:**

- Observing all Internet filters and posted network security practices as described in the “ICT Security Policy and Procedures” document.

- Reporting security risks or violations to a teacher or network administrator.
- Not destroying or damaging data, networks, or other resources that do not belong to them.
- Notifying a staff member or ICT support of computer or network malfunctions via [itsupport@walsallacademy.com](mailto:itsupport@walsallacademy.com) or call the ICT helpdesk 1015.

#### **Users must respect and practice the principles of community by:**

- Communicating only in ways that are kind and respectful.
- Report threatening or discomforting materials to a teacher or ICT support.
- Not intentionally accessing, transmitting, copying, or creating material that violates the Academy's "ICT Acceptable Use Policy".
- Not intentionally accessing, transmitting, copying, or creating material that is illegal, such as obscenity, stolen materials, or illegal copies of copyrighted works.
- Not using the resources to further other acts that are criminal or violate existing Academy policies.
- Refraining from buying, selling, advertising, or otherwise conducting business, unless approved as a school project.

#### **Consequences for Violation**

Violations of these rules may result in disciplinary action, including the loss of a user's privileges to use the Academy's IT resources. Further discipline may be imposed in accordance with the Academy Disciplinary Policy depending on the degree and severity of the violation.

#### **Supervision and Monitoring**

The use of Academy owned information technology resources is not private. ICT support monitor the use of information technology resources to help ensure that uses are secure and in conformity with this policy. Administrators reserve the right to examine, use, and disclose any data found on the school's information networks in order to further the health, safety, discipline, or security of any student or other person, or to protect property. They may also use this information in disciplinary actions.

The Academy reserves the right to determine which uses constitute acceptable use and to limit access to such uses. The Academy also reserves the right to limit the time of access and use.

#### **Disclaimer – please read carefully**

Walsall Academy accepts no liability in respect of any loss/damage to personal ICT devices while at school, during school-sponsored activities or in transit.

The decision to bring a personal ICT device into school rests with the student and their parents/guardians, as does the liability for any loss/damage that may result from the use of a personal ICT device in school.

You should understand that by allowing students to bring personal ICT devices into school, you agree to this disclaimer.