



iPad Acceptable Use Policy

Guiding Principles

Mobile Technology can be a valuable educational tool, conferring many benefits which enhance teaching and learning. Such technology provides opportunities for pupils to conduct research and communicate with others for educational purposes. Pupils should remember that the use of Mobile Technology is a privilege, not a right, and that its use requires them to take responsibility for their behaviour.

Use of Mobile Technology in the School

Mobile Technology should be used in lessons only with the permission of a member of staff and in accordance with his/her instructions. Pupils are made aware of the potential dangers of the internet during Computing lessons and tutor times and their access to the internet in school is closely supervised. Teaching staff direct pupils to recommended websites in lessons and for homework, and they encourage pupils to follow the guidance offered, with regard to safe use of the internet, when they are out of school.

Such activities are closely supervised and monitored, and all digital work should be stored on the VLE.

Appropriate sanctions will be imposed for any misuse of Mobile Technology.

Examples of misuse would include:

- gaining access to inappropriate internet sites
- taking photographs without permission
- making recordings without permission
- disseminating material without permission

- any activity in furtherance of cyber-bullying
- any irrelevant/non-educational activity during lessons, such as playing games
- communicating electronically in lessons with other students without permission

This list is illustrative rather than exhaustive.

Pupils' Personal Mobile Devices

Although devices will be insured pupils must take responsibility for loss or damage to their personal mobile devices. They should not be left unattended in school but should be placed in bags in form rooms. Parents should be aware of the potential risks for children of using mobile technology such as theft, bullying and inappropriate contact, including grooming by unsuitable persons.

Emergency messages from parents for pupils should be directed to the School Office parents are asked not to contact pupils directly during the school day.

Pupils must seek the permission of a member of staff before using mobile devices on school premises, activities and trips; this includes taking photographs and making recordings.

If a mobile device is activated during school hours, without the permission of a member of staff, the pupil may lose the right to use the device. Additionally, the Head of Computing might apply a more closely managed policy to the device.

If a member of the staff has any suspicion that a school mobile device has unsuitable material stored on it, the pupil(s) concerned will be required to hand it over to a member of staff and the relevant parents will be asked to collect it from the Head or Deputy Head of the School.

We reserve the right to search files on all school mobile devices and will always do so in cases where there is reasonable suspicion of misuse. Examples of misuse of mobile devices are stated earlier in this policy. Parents are informed when any search reveals misuse and a record of the incident is kept.