

## VIS BYOD POLICY 2013-14

\*BYOD = bring your own device

VIS recognises that many students have access to smart phones, tablets, laptops and iPads. Therefore the aim of this policy is to make the most of these learning resources/assets **and** to encourage and develop positive and responsible attitudes in our students, with respect to the use of their personal electronic devices.

Students may bring personal electronic devices to school on the following understandings:

- Electronic devices may only be used during school hours (8:25am – 2:45pm) *for the purposes of specific learning activities and with the explicit permission of the teacher*
- Electronic devices may be used for personal reasons *only* after 2:45pm
- Students are responsible for the safekeeping of any electronic items which they choose to bring to school
- While working on learning activities students will not use their device(s) for surfing the internet/9gag/facebook/twitter or any other activity unrelated to the task
- Students may not photograph or video any staff or students on the VIS school premises without their *explicit permission* – this is invasion of personal privacy and will be taken seriously

Teachers

- Will encourage the responsible use of personal electronic devices for research and learning activities
- Will, as far as possible, let students know in advance of any activity for which BYOD would be useful
- Will give permission to a student to use their phone to call home or contact a parent
- May request that students download certain free apps in order to carry out activities (e.g. in sciences and mathematics)
- May take pictures/videos for (a) the VIS website or (b) the purposes of reviewing/demonstrating certain learning activities

**In the event of misuse, teachers may**

- Confiscate any electronic device which is being used for any unauthorised activity during school hours – in the first instance the electronics will be returned at the end of the same day – the second time parents/guardians will be informed by email and/or phone – on the third occasion the electronics will be kept overnight (switched off first) – after that the student may be required to leave any or all personal electronic devices at home
- Immediately confiscate any electronic device being used, *at any time, on the school premises, for inappropriate activities* and the device will only be returned directly to the parents/guardians during a face to face meeting

Since the electronic environment is changing continuously, this policy will be reviewed and updated annually.