



BYOD

Bring Your Own Device

Rationale

In our endeavour of providing an outstanding international education and staying true to the core values of “Nurture”, “Inspire” and “Succeed”, Nada International School has implemented the Bring Your Own Device initiative.

The **Bring Your Own Device** initiative ensures students learn collaboration, communication, creativity and critical thinking in a variety of ways throughout the school day. In order to achieve this, we want to ensure that every pupil can be connected to the school's electronic resources throughout the school day, within the school. This means that each pupil should have an access to device available at any time. We require that pupils own and bring an appropriate authorised device to school.

Purpose

This policy outlines the acceptable use of electronic devices to maintain a safe and secure education environment with the goal of preparing students for the future, improving learning, and fostering digital citizenship.

An important component of B.Y.O.D will be education about appropriate online behaviours. We will review cyber-safety rules with students frequently throughout the course of the school year and will offer reminders and reinforcement about safe online behaviours. In addition to the rules outlined in these guidelines, students will be expected to comply with all class and school rules while using personal devices. The use of technology is not a necessity but a **privilege**.

Definitions:

Digital Citizenship is the norms of responsible behaviour related to the appropriate use of technology. At NIS, we focus on the three pillars, these are -

1. Digital Literacy – How we protect ourselves
2. Digital Civility – How we protect each other
3. Information Literacy – How we protect content

User is any individual granted authorisation to use electronic devices. Users may include students, parents, staff, volunteers, visitors, contractors, or individuals employed by service providers.

Authorized Devices:

1. **Laptops:** Students are allowed to bring and use laptops for educational purposes. Laptops should be used responsibly, focusing on academic activities and adhering to the school's acceptable use policy.
2. **Tablets:** Tablets are permitted for educational use and are subject to the same guidelines as laptops. Students are encouraged to utilize tablets for learning purposes.

NIS encourages the students to bring either a laptop or a tablet to facilitate their learning by using technology, however, this is not mandatory. Students will still be able to access their learning during school hours without having to use technology only.

Restrictions on Smartphones:

Smartphones are not allowed for use during school hours. The school strongly encourages students not to bring smartphones to school. We understand that the students may need to bring their mobile phones to facilitate communication with their parents before or after school. Therefore, if students do bring smartphones to school, the following rules apply:

- **Switch Off:** Smartphones must be switched off completely during school hours. They should not be in an active or audible state.
- **Storage:** Smartphones must be securely stored in the student's school bag. Not in students' pockets. They should not be visible or accessible during school hours.
- **No Usage:** Students should not be seen using smartphones within the school premises at any time during the school day. Any use of smartphones during this period is strictly prohibited.

Authorized Use of Electronic Devices:

Electronic devices brought to school shall be restricted to educational and administrative purposes in approved locations and times under the supervision of school personnel. Authorised users shall: -

- Use electronic devices in accordance with the expectations set forth in the school Code of Conduct and **Acceptable Use Policy (AUP)** policy;
- Comply with guidelines set by school personnel for the use of electronic devices while on school property or while engaged in a school-sponsored activity;
- Take photographs and audio/video recordings only for educational purposes;
- Access the school network using approved infrastructure only.

Guideline - the minimum requirement:

Device

- Internet Access: Wi-Fi
- Battery life: 6 hours plus
- Appropriate Screen size: between 9" x 7.5" and 15" x 11"

Software / Apps

- **A web-browser:** All online devices already include a web browser like Safari, Internet Explorer, Firefox or Google Chrome. Most web browsers on mobile devices can be downloaded free of charge.

- **MS Office**
- **Essential security software:** Most devices are installed with security apps. This should be active and working.
- **Microsoft Teams**
- Additional software/application required will be provided by class/subject teachers.

Responsibilities

All Users are responsible for:

- Ensuring electronic devices are used in accordance with school policies and procedures;
- Caring, maintaining, securing, and storing electronic devices;
- Preserving privacy of accounts, login names, passwords, and/or lock codes to maintain security of electronic devices and data;
- Ensuring devices are fully charged. Nada International School will not provide charging points for any users.

Liability

The school does not assume liability for personal devices, including but not limited to laptops, and tablets, brought onto the school premises by students, teachers, or staff. Users are responsible for the maintenance, repair, and security of their personal devices.

Enforcement:

The NIS staff will monitor compliance with this policy. Non-compliance may result in disciplinary action as outlined in the school's code of conduct and BFL policy, including but not limited to confiscation of the smartphone and potential parental involvement.