



October 2019

Dear Parent/Carer

Bring Your Own Device (BYOD) For Primary 7

At Kirkhill we are committed to fulfilling the Scottish Government's Digital Learning and Teaching Strategy for Scotland. This strategy aims to achieve the following objectives:-

- To equip learners with vital digital skills and lead to improved educational outcomes.
- To ensure that all learners and educators can access relevant digital tools and services.
- To ensure learners develop a level of general and specialist digital skills that are so vital for learning, life and work in an increasingly digitised world.
- To align with the Scottish Government's approach to cyber resilience, recognising the importance of ensuring that young people and schools capitalise on the benefits of using digital technology safely.
- To provide learners with access to a range of digital resources which allow 'anytime/ anywhere learning' and build a level of digital skills which will be vital in today's digital world.

A Bring Your Own Device (BYOD) initiative is being implemented at Kirkhill in line with the guidelines set out in East Renfrewshire Council Standard Circular 69. The benefits of BYOD are as follows:

- Supports the wider digital agenda
- Greater flexibility of individual devices
- Enhances learners experiences
- Compliments school provision, including interactive whiteboards

To ensure successful implementation of this initiative the following guidelines are in place:

- Pupil / Carer User Agreement (see attached)
- Training for staff
- Training for pupils
- Personal devices in bags when not in use
- No personal devices in playground
- No personal devices without the presence of teaching staff
- Use of personal devices closely monitored
- No requirement to use personal devices
- School provision of devices (PCs, laptops, Chromebooks, iPads) will always be made available

Please find attached the Pupil Responsible User Agreement for BYOB. **We ask that you discuss and sign this with your child to highlight its importance.** We also ask that you fill in the digital consent form attached to this e-mail communication. Your child will fill in their own digital consent form in class before they participate in this initiative. A copy of this pupil agreement is below. It is ongoing practice in school to remind pupils about staying safe online as well as discussing the Responsible User Agreement.



At Kirkhill we are #PROUD of our school community. Everyone is encouraged to be creative, strive for excellence and be inspired to attain, achieve and be their best.

Pupils will use their own devices **only for classwork when directed by their class teacher**. They will access the internet via the school Wi-Fi using their Glow usernames and passwords. Access to Glow is restricted to learners and educators to ensure that it is a safe online environment.

East Renfrewshire Council Wi-Fi in schools has controls in place which prevent pupils having access to unsuitable material. It must be understood, however, that it is not possible to guarantee that pupils will not come across inappropriate material. The authority logs all Internet and e-mail activity and, if requested, any individual's use of the Internet and e-mail can be provided to the school. The mail is not guaranteed to be private and this logged record will be examined if it is thought that the system has been abused. Depending on the nature of the abuse, access to the network may be denied and further disciplinary action may be taken.

We talk with pupils about using the network responsibly and how they should react to inappropriate material. We make sure that Internet access is supervised. It is important to teach pupils about the safe use of the computer systems and the network, network etiquette principles, the Internet and e-mail and the increasing use of mobile technologies.

The introduction of the BYOD pilot will happen on a class by class basis on these dates:

P7a - Tuesday 12th November

P7b - Wednesday 13th November

P7c - Friday 15th November

Following this initial session pupils will then be guided by their class teachers as to when they should make use of their own personal devices in the classroom. These days will be communicated to you in advance by your child's teacher. School devices will be made available for any pupil who wishes to use these instead.

Please do not hesitate to contact the school if you wish to discuss this further.

Yours sincerely

Mrs Jane Tees
Principal Teacher



Pupil Responsible User Agreement – Primary 7 Bring Your Own Device (BYOD)

The use of your own personal devices in school are for school work. There are rules about how your own personal device is to be used with in classrooms. You must keep to the rules or you will not be allowed to use your own personal device in school to access the school Wi-Fi.

- I will not use my personal device without permission from my teacher and adult supervision.
- When using my own device in school I will not access 4G.
- When using my own device in school I will access the internet using the school Wi-Fi.
- I will login as a pupil to access the school Wi-Fi using my Glow username and password.
- I will turn my device to aeroplane mode when using my device in school.
- I will not pretend to be someone else when I am using my own device.
- I will be careful not to give out my name, address, phone number, e-mail address, picture or the name of the school when I am using my device and connected to the school Wi-Fi.
- I will be careful not to give out anyone else's name, address, phone number, e-mail address or picture when I am using my device and connected to the school Wi-Fi.
- I will not send nasty e-mails or e-mails which contain bad language.
- If I receive any e-mails that are nasty or have bad language I will tell my teacher straight away.
- I will not reply to e-mails from people I don't know.
- If anyone I don't know contacts me by e-mail, I will tell my teacher.
- I will never agree to meet anyone I don't know who contacts me by e-mail or on a mobile phone.
- I will only use the class e-mail address for school work.
- I will only use the Internet for school work.
- I will take care of my own files and will not throw away or damage files that belong to someone else.
- I will not use my personal device or camera without my teacher's permission.
- I will not take photographs or videos without my teacher's permission.
- I will not send photographs or videos without my teacher's permission.

Kirkhill Primary makes every effort to ensure the safe use of pupil devices however will not be held responsible for **any loss or damage** to said devices arising in any way whatsoever from their use within school as part of the Bring Your Own Device initiative.

Pupil Name _____ Class _____

Pupil Signature _____

Parent Signature _____



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