



# Bring Your Own Device (BYOD) Policy

## For 3<sup>rd</sup> Form new entrants September 2019



### What is our Digital Learning philosophy?

At Shrewsbury we want to make sure that our pupils have the digital skills required to thrive here at school and thereafter in higher education and the world of work, just in the same way as we would want to prepare them academically, physically and emotionally. There is no doubt that being digitally literate is crucial for today's school leavers and this is only going to become more the case over the years to come. At Shrewsbury we believe in a blended learning approach. This means that the use of technology is integrated as part of normal lessons by teachers as they see fit and is just one of a range of approaches we take to teaching and learning.

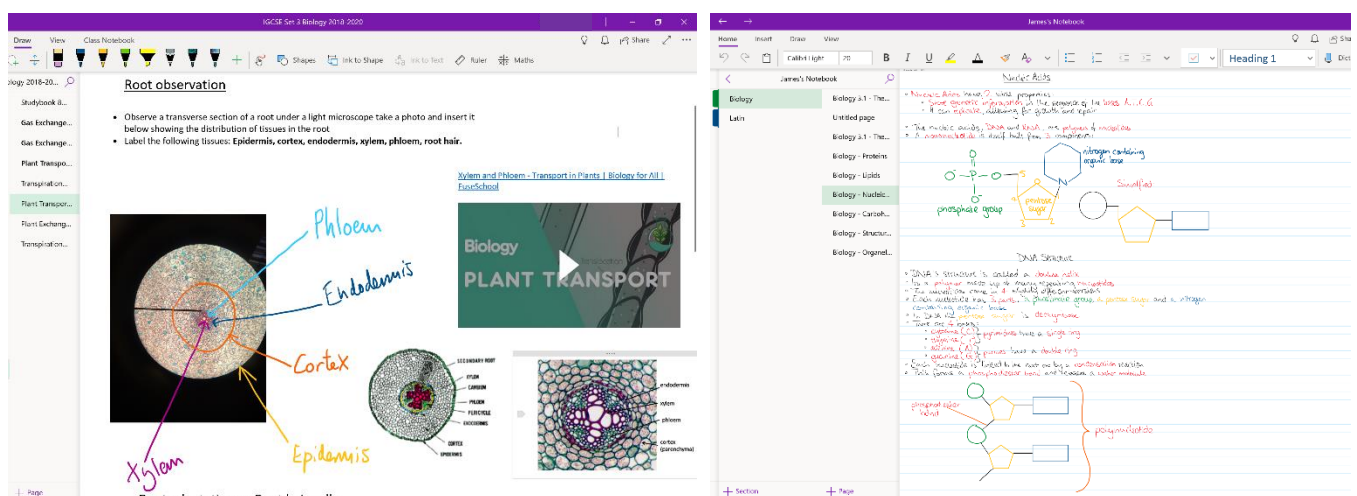
In order to facilitate this in the classroom Shrewsbury operates a 1:1 policy meaning that each pupil needs to have their own device to access resources during the school day and beyond.

### What will pupils be using their device for?

We have created a Digital Curriculum called EQUIP that is deeply integrated into our Origins 3<sup>rd</sup> Form Curriculum. Pupils will be being exposed to and taught a range of IT skills in the majority of their subjects at various points throughout the year. This means that the skills are being learned and developed with genuine context rather than in a separate IT lesson. These essential skills will cover the main Office 365 tools (Word, PowerPoint, Excel, OneNote and OneDrive) along with digital citizenship, research skills and some media skills. However, this is just the minimum usage expected; many teachers will ask their pupils to use their device for other kinds of task, and pupils will have it with them as part of their daily equipment needed for lessons.








Pupils will use our virtual learning environment called Firefly to access all their daily information and to manage their Top Schools (homework). They also have access to a vast range of resources on this system uploaded by their teachers to help support their independent learning. In addition to this, Firefly is also used to access their personal Shrewsbury School Blog called SHREWD which is added to during weekly tutorials to reflect on various aspects of school life, character, achievements, progress and soft skills.

Recently we have seen an increase in teachers using Microsoft's Class OneNote as a tool for teaching. This is a complete system for note taking, distributing work, completing work, filing and feedback. This is one specific area where the use of a stylus on a digital device is invaluable as it allows pupils to draw, sketch, annotate as well as type. Pupils quickly see the benefits of being able to store hand-written and typed work in one place. The teacher is able to mark the Top Schools in the notebook with their device and leave feedback in situ.



Some examples of work completed by Shrewsbury School students on OneNote

## What devices do pupils need?

	2 in 1 hybrid (tablet and laptop)
	Windows 10
	Stylus
	Good size screen
	Light weight
	Good battery life
	Solid build quality

Increasingly the ability to effectively combine hand-written notes, diagrams and mathematical notation with typed text is particularly advantageous for pupils' learning. A device that can blend written and typed information opens the way for a multitude of applications in the classroom. For this reason, we are strongly advising all pupils have a hybrid 2in1 laptop which combines tablet and laptop technology and has a pen-like stylus for digital inking.

Teachers also need to be able to plan and support lessons and therefore need a standardised platform and range of software to work from which is why we are specifying Windows 10 devices and Office 365. Windows and Office are the main platforms used in higher education and the workplace, so it makes sense that our pupils become proficient in using them.

For these reasons we are strongly advising the Microsoft Surface range of devices. They meet all the requirements listed above and are tried and tested in an educational setting.



	Microsoft Surface Pro	Microsoft Surface Go
Screen size	12.3 inch (Quad HD 2736 x 1824)	10 inch (Full HD 1800 x 1200p)
Processor	Intel® Core™ i5 Processor	Intel® Pentium® Gold 4415Y 1.6GHz
Minimum advised specification	8GB RAM 128GB	8GB RAM 128GB
Battery Life	Up to 13.5 Hours	Up to 9 Hours
Approximate price (tablet, keyboard and stylus).	~ £1050	~ £650
Pros and cons comparison	<ul style="list-style-type: none"> <li>• Very high resolution and practical size screen.</li> <li>• Full size keyboard</li> <li>• Powerful processor and graphics</li> <li>• Higher purchase price than Go</li> </ul>	<ul style="list-style-type: none"> <li>• Small lightweight design</li> <li>• Same core functionality as Pro</li> <li>• Not as powerful as Pro</li> <li>• Smaller screen size and keyboard for working</li> </ul>

- Be aware that the screen, keyboard cover and stylus are all sold as separate products.
- The prices quoted are average figures. You can get up to 10% parent/student discount from the Microsoft store or if you shop around you can find good deals from the major retailers online such as Amazon or Currys depending on the time of year.
- You should expect a life span of 3 years from one of these devices. This could be extended to 5 depending on which specification you purchase and how it's looked after.

## What software is required?

Windows 10 devices will come with free antivirus software when the device is purchased. **The School will supply Office 365 software free of charge.** There is no requirement for additional internet security software at Shrewsbury School, so don't be tempted into buying these as 'essential' add-ons.

## What happens if you already have another device?

If you have recently invested in another device and have concerns regarding its suitability or compatibility with our BYOD policy as outlined above, please do not hesitate to contact the Admissions Department in the first instance by emailing [admissions@shrewsbury.org.uk](mailto:admissions@shrewsbury.org.uk) or telephone 01743 280552.

## What about device security?

- All devices and styluses will be labelled securely in houses shortly after arriving at school.
- Pupils are responsible for ensuring their device is in good working order at all times including with appropriate charge and application of updates.
- It is very important that you invest in a suitable case for your child's device. All Third Form will be required to have a school bag, but a cushioned sleeve for the Surface or a harder case will protect it from the inevitable knocks and bumps throughout the school day.
- It is worth considering a 3 year extended warranty and/or accidental damage protection. Household insurance may provide some protection but please check your policy. While the main school insurance does not cover pupils' personal belongings, parents can elect to purchase Marsh's pupils' personal effects insurance via the school, or alternatively other insurances are available.
- Whilst IT support are willing to help pupils who are having issues with their device, they are not responsible for fixing them and they cannot carry out any hardware repairs. This would need to be organised via your own means or through your insurance. They do have a small supply of spare Microsoft Surface devices and styluses in the IT Support Office that can be loaned to pupils if they are waiting for their own device to be mended.

## The Acceptable Usage Policy

The School takes cyber safety seriously. All pupils sign our ICT Acceptable Use Policy annually and receive regular reminders of IT responsibilities, ethics and digital citizenship. We run enterprise-grade internet filtering to minimise inappropriate use and protect the school network. Pupils are therefore monitored when they connect to our wireless network.

Henry Exham – Head of Digital Learning  
Stuart Cowper – Director of Teaching and Learning

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