

# BHASVIC

## BRING YOUR OWN DEVICE (BYOD) FOR STUDENTS POLICY

**Last Updated:** June 2023

**Review Date:** June 2026



## Bring Your Own Device (BYOD) for Students Policy

### 1. Overview

The College recognises and encourages the benefits of students using their own devices to enhance their learning experience.

#### Purpose

This policy outlines the guidelines for the use of student personal devices on the college's network and premises.

#### Scope

The policy applies to all BHASVIC students. The policy is managed and implemented by IT Support.

### 2. Policy

#### 2.1. Eligibility

##### 2.1.1. Student personal devices

- All students enrolled at BHASVIC are actively encouraged to acquire their own device for use at home and at college. Students must have their own personal device and must comply with the guidelines outlined in this policy.

##### 2.1.2. Long-term loan of devices

- Where students are eligible for and in receipt of a financial bursary from the college, they will be offered a long-term loan of a college-owned and managed device for the duration of their studies. Students are responsible for the care and security of these loaned devices and should report any problems to IT immediately. The device must be returned to IT in good working order by 30 June of their final year at college.

##### 2.1.3. Short-term loan of devices

- Students may borrow a laptop from the self-dispensing cabinets on a day-loan basis, subject to availability. The laptops must be returned to the cabinet at the end of the loan period and plugged in to enable charging and updating. Students who fail to comply with these conditions will be denied further access to the short-term loan devices for defined periods.

#### 2.2. Devices

##### 2.2.1. Suitable devices

- All modern mobiles, tablets, Chromebooks and laptops will be compatible with the systems used at college. For the best experience, and maximum compatibility, a

modern Windows 10 or 11 laptop is recommended. Smartphones are not adequate for completion of the tasks required in class or for homework.

- A minimum specification, recommended models and any discount schemes can be found on the College website.
- Personal devices should be brought to college fully charged and ready for use. Lockable charging cabinets are provided for students to charge their devices during the day if needed. Students should not plug their devices into sockets in social spaces or classrooms, posing a hazard with trailing wires.

### 2.2.2. Software

- The college will provide a free Microsoft 365 licence for the duration of the students' course, which can be downloaded on up to 5 devices. This package comprises of; Word, Excel, PowerPoint, Teams, Outlook, OneNote and OneDrive.

## 2.3. Network access

### 2.3.1. Use of college WiFi

- Students are required to use the college's Eduroam Wi-Fi network to access the internet on their personal devices. Student devices must not be connected direct to the college network.

## 2.4. Security

- All students are responsible for the security of their own devices, and the college will not be held liable for any damage or loss of data. Students are responsible for keeping their devices safe, and any theft should be reported immediately to the college's security team.
- Students are recommended to obtain insurance for their own device and to take all practical measures (such as transporting in a protective sleeve) to protect their devices.

## 2.5. Support

- IT Support will provide basic technical support to students to help them connect to the Wi-Fi network and troubleshoot basic issues. However, the college cannot guarantee that all devices will work with the network or provide technical support beyond basic troubleshooting.

## 2.6. Liability

- Students are solely responsible for any damage caused to the college's network, equipment, or other students' devices as a result of their use of personal devices. The college will not be held liable for any damage, loss of data, or personal injury resulting from the use of personal devices on the college's premises.

## 2.7. Violations

- Any violations of this policy may result in disciplinary action, including the suspension or revocation of network access privileges. The college reserves the right to modify this policy at any time and without notice.

### 3. Monitoring and review

This policy should be reviewed every three years. Monitoring of the implementation of the policy should occur annually to ensure secure management of leaver accounts.

### 4. Related documents

- Acceptable Use Policy for Students

# Equality Impact Assessment Toolkit - for undertaking and recording your assessment

1. Title of policy, project or practice being reviewed or planned

Bring Your Own Device (BYOD) for Students Policy

2. Outline the aims, objective and purpose of the change, including any positive impacts on protected groups.

This policy outlines the guidelines for the use of student personal devices on the college's network and premises.

3. Does, or could these changes have an adverse effect on members of a protected group? Identifying a negative impact is not necessarily a problem, as it gives you an opportunity to remove the barrier, find a way around it, or offer an alternative.

Protected Characteristics / Group	Yes (brief explanation)	No
Age (staff only)		✓
Disability		✓
Sex/Gender		✓
Gender reassignment		✓
Marriage / civil partnership		✓
Pregnancy / maternity		✓
Race / ethnicity		✓
Religion / belief		✓
Sexual orientation		✓
Other group(s) (context specific)	✓	

4. Is there a way to modify the decision to remove or mitigate the negative impact on protected groups while still achieving this aim? How can you maximise positive outcomes and foster good relationships?

Provision has been made to supply students with economic disadvantage with a long-term college laptop loan.

6. Outline the decision made and actions planned (with dates).