

Bring Your Own Device (BYOD) is part of West Lothian's Anytime, Anywhere Learning (AAL) strategy.

The following should be read very carefully, and be adhered to at all times when you are bringing your own mobile device to school:

### Whitburn Academy BYOD / AAL

#### Responsible Use of ICT Agreement

1. I will be responsible for the care, safety and use of my mobile device at all times. This includes my journey to and from school and when on the school premises.
2. I will only use my device for learning activities approved by my teacher.
3. I will tell a member of staff if I find a page, message or pictures which are inappropriate.
4. I will ensure that I log off any shared device.
5. I will not communicate with others using threatening, rude or swear words or in ways which are inappropriate.
6. I will remember that electronic mail (email), online messaging and website posts are not guaranteed to be private.
7. I will ensure my device is at a noise level as directed by my teacher.
8. I will not respond to, or initiate, any text message or call I receive when I am in class.
9. I will not take or post pictures, personal information or videos of myself or others, without teacher consent, through any form of electronic communication. This includes all pupils and staff.
10. I accept that my school and West Lothian Council are not responsible should my device be lost, broken or stolen.
11. I accept that if I do not follow the Responsible Use Agreement, the school will withdraw the right for me to use my mobile device as a learning tool.

### Consequences of Inappropriate Use of ICT

Failure to comply with the Responsible Use Agreement will result in one or more of the following actions being taken:

- Your parent/carer will be contacted to inform them of the rules you have breached.
- Your access to the school network and online facilities will be withdrawn on either a temporary or permanent basis.
- Your future use of the schools' ICT facilities will be restricted.
- Any other action deemed appropriate by the Head teacher will be taken.