

ISL Qatar BYOD Guide

From the ISL Mission Statement:

At the International School of London, we believe in 'Empowering students to maximise their learning opportunities and to fulfil their potential...(whilst) creating inclusive, vibrant and innovative learning communities'.

ISL Qatar adopts a blended learning approach to education, combining face to face instruction with the integration of web or 'cloud-based' learning tools accessible through mobile devices. To ensure unhindered access to these tools by all students, ISL Qatar does not mandate the use of specific hardware platforms or proprietary software. Instead, we require students to bring a device of their choosing to school that meets the minimum required device specifications.

What grade levels will be affected?

Grades 6 to Grade 12 are full participants in the BYOD programme. In Grades 4 & 5 the BYOD programme is encouraged.

What types of devices may students bring to school?

Please see the list of recommended devices at the back of this document. Note that, in secondary school, a smartphone or tablet is not considered an alternative to a laptop, netbook or hybrid device as these devices will not allow students to engage fully with many learning experiences.

Are there suggested accessories?

A protective case for all devices is highly recommended and students must carry earphones to allow for self-paced learning.

How will the devices be used?

The BYOD programme plays an important role in self-directed learning, giving students a greater degree of choice in how they address their own specific learning needs through immediate access to a wide range of web-based learning tools. We believe in developing technologically literate students who leave ISL Qatar in a competitive position for both college entry and the workplace.

Where will student work be stored?

All work can be stored in the student's online drive. This drive has unlimited storage space. Completed work can be submitted through the student's ManageBac account or as directed by the subject teacher.

How secure are the students' online accounts?

Our online platforms all conform to the latest encryption standards and use industry standard protocols. Nevertheless, we always recommend that students back up their work regularly either to the device's internal storage or to external storage media. This is best done overnight when

system resources can be devoted to the backup process, thereby not slowing down other applications. For this reason we do not recommend syncing or backing up of files during the school day.

Will students always be in front of a screen?

No. We firmly believe that technology should not be used simply because it exists. Technology integration at ISL Qatar is carefully planned so as to provide opportunities for authentic learning experiences both inside and outside the classroom.

What support will students have?

The I.T. office on the ground floor has two dedicated technical support specialists and the innovative learning team comprising a full time learning technologies integrator and two teacher-librarians, works across the school with both students and staff.

Do students need to bring their devices to every class?

Yes. Along with pens, paper, textbooks and calculators, the device is another tool which both students and teachers can call upon at any time, during any lesson.

Can students and / or parents configure or personalise the device in any way?

Yes. Provided such configuration does not hinder the performance of the device or breach any part of the Primary and Secondary Responsible Use Agreements. However, staff will advise students on ways to keep devices running smoothly, and this may involve keeping personalisation to a minimum.

Certain subjects in high school require high performance hardware and specialist software. How will students in these subjects be catered for?

At ISL Qatar we have dedicated mobile computer labs for subjects which sometimes require the use of such tools. All student needs will be met through these resources and through the use of platform independent browser-based applications accessible through any device.

Will there be charging stations so that devices can be recharged during the school day?

One aspect of the BYOD programme is the development of self-management and organisational skills amongst the student population. All students are expected to charge their device overnight, as per the Responsible Use Agreement. However, there is a charging station that has some adapters available and a number of learning stations around the school placed around electrical outlets.

What structures are in place to ensure that students are not exposed to inappropriate material or other dangers whilst online?

We enforce explicit web filtering and block access to VPN and other filter bypass services. We also enforce SafeSearch on Bing, Yahoo and Google. That said, no web filter is 100% watertight and so we encourage students to employ the principles of digital citizenship and responsible use of technology as per the ISL Qatar Responsible Use Agreement.

What are the expectations around using the device at home?

No restrictions on home use will be placed upon students by the school. However, when using their personal devices at home, students are asked to bear in mind the Responsible Use Agreement which states that students must bring their laptop to school 'ready for learning'. This means that all 'home-based' applications and websites should be shut down before coming to school.

Outside of providing the device, what can parents do to help?

- Provide a protective case to keep the device from being damaged.
- Monitor the use of the device at home eg. set limits and engage your child in conversations about what they are doing whilst on the device.
- Remind your child to charge the device overnight so it is ready for school use.
- Remind your child to bring the device to school every day.
- Encourage your child to add their name and homeroom class to the device so that it is easily identifiable.

Who is responsible for the protection and security of devices?

It is the student's responsibility to safeguard their devices against physical damage and malware. This includes safe handling, maintaining appropriate anti-virus and malware applications and practising safe browsing habits. The school accepts no liability for damage to, loss or theft of personal devices. Therefore, parents should take out appropriate insurance for each device and / or consider opting in to the care plans which come with every new device. It is the student's responsibility to ensure that their devices are secured in their school locker when not being used for learning. School lockers are available for students to use

Minimum Specifications for BYOD devices.

In primary school, an iPad or other tablet with a bluetooth keyboard or a laptop, netbook or hybrid will allow students to fully participate in the learning experience. In secondary school, a laptop, netbook or hybrid will be required. Below are the minimum and recommended technical specifications.

	Minimum	Recommended
Operating System	Windows 10 / Mac OS 10.12	Windows 10 / Mac OS 10.12
Processor Type	Core i5	Core i7
Wireless	Wi-Fi AC	Wi-Fi AC
Memory	4GB RAM	8GB RAM
Hard Drive	250 GB Solid State Drive	250 GB Solid State Drive
Graphics Card	512 MB Video Memory	512 MB Video Memory

All of the devices below have models with these features as standard but many more options exist and the specifications of your child's current device may also be sufficient.

- Dell Inspiron 13" or 15"
- Dell Latitude 13" or 15"
- Dell XPS 13" or 15"
- MacBook Air
- MacBook Pro
- Microsoft Surface laptop

Dell and Apple have customer support and service outlets in Qatar, unlike other brands. You may therefore wish to take this into account when choosing a device. If you would like advice on choosing a specific model, please consult the ISL Qatar IT staff on the ground floor of the atrium.

If you have any further queries regarding the BYOD programme, please feel free to contact a member of the primary or secondary leadership team. Our Leader of Innovative Learning, Kelly Blackwell (kblackwell@islqatar.org) is a further source of information and support.

ISL Qatar Responsible Use Agreement (Secondary)

The use of technology in learning and teaching at ISL Qatar continues to expand with access to technology tools and resources enhancing our learning environments. These learning technologies require appropriate and ethical use.

The guidelines below apply to anyone using ISL Qatar systems, both online and offline, regardless of geographical location. Internet browsing is monitored while connected to the ISL network, and there should be no expectation of privacy whilst accessing these. The school reserves the right to review any material on students' devices and accounts.

Responsibilities

As per the ISL Qatar BYOD Guide, It is the student's responsibility to safeguard their devices against physical damage and malware. This includes safe handling, maintaining appropriate anti-virus and malware applications and practising safe browsing habits.

The school accepts no liability for damage to, loss or theft of personal devices, which should never be left unattended and should be carried in a protective case or covering.

Devices are to be brought to school every day fully charged and available for use in every lesson.

Students should ensure that their name and grade is clearly visible on all of their devices.

During class time, teachers will inform students as to the expectations regarding the use of technology. For smartphones, students should refer to the [ISL Qatar Smartphone Policy](#). It is the responsibility of the student to ensure that all use of technology complies with copyright law and with the school's Academic Integrity Policy. At all other times, students are encouraged to balance screen time with face to face interaction with friends.

Students are expected to save all of their work online using the virtual storage platforms provided by the school. ISL Qatar accepts no liability for the loss of data held on external storage mediums or hard drives.

It is the responsibility of the end user to use ISL Qatar systems in a respectful and responsible manner, adhering to the [ISL Qatar Sole Respect Policy](#). At all times students should make every effort to represent their own views, and the views of other members of the school community, as accurately as possible. Any communication that represents personal views as those of the school or that could be misinterpreted as such will be considered a violation of the respect policy.

Sanctions

In all instances where a violation of the above guidelines is deemed to have taken place, the procedures outlined in the ISL Qatar S.O.L.E Respect Policy will be applicable. In extenuating circumstances, sanctions may be negotiated between the student and relevant members of staff.

ISL Qatar Responsible Use Agreement (Primary)

Whilst using technology at school, I can and I will:

Only share things about me, my friends and my family that are positive.

Only share things about me, my friends and my family that are safe.

Keep my username and password to myself.

Only visit sites that are approved by my teacher and parents.

Tell my teacher and parents if I think something is not appropriate.

(Thinker)

Share the names of people whose ideas I have used.

(Principled)

Use kind and considerate words towards everyone.

Be honest, respectful and polite.

(Caring)

Always try to find the answer myself before asking someone else.

Try new ways of working.

(Courageous)

Remember that other views exist, not just my own.

Try to gather opinions from more than one source.

(Open-Minded)

Ask questions and always try to find new information.

(Inquirer)

Talk and write about how I did something, not just say that I did it.

Think about how I can use technology in different ways in the future.

(Reflective)

Listen to, and read, the views of others carefully.

Try to express myself in different ways.

(Communicator)