

Bring Your Own Device Policy

The college is committed to the equality of opportunity and to a proactive approach to equality, which supports and encourages under-represented groups, promotes inclusivity and values diversity

Policy Statement

WQE is pleased to provide its students, staff and associates with secure and filtered access to the Internet through its wireless network for the enrichment of educational and business activities.

This policy addresses the use of any privately owned electronic device brought into the college. This practice is commonly referred to as 'bring your own device' (BYOD). The use of privately owned devices creates issues that this policy aims to address.

The college reserves the right to refuse to allow BYOD access to anyone where it considers there to be a security or other risk to the college.

Student, staff and other associates of the college are expected to use their personal device(s) in accordance with this policy and the **Acceptable Use Policy** which all users must also agree to and comply with.

(staff only)

As a data controller the College must remain in control of the personal data for which it is responsible, regardless of the ownership of the devices used to carry out the processing. All members of the college are required to keep secure college information and data in accordance with the Data Protection Policy. This applies equally to information held on the college's systems and to information held on a members own device.

You agree...

- that using your privately owned device at college is done so entirely at your own risk;
- that you are not permitted to use your device to take photographs, or any other recordings of another person without their express permission to do so;
- to familiarise yourself with your device's features to be able to implement sufficient security measures so as to keep college data secure;
- to check your device is free from all defects, especially before plugging into an electric supply; this should be done safely with no trip hazard
- that you are liable for everything done with your device, regardless of who may have been using it at the time;
- that the use of BYOD during lessons or other activities is at the discretion of the person leading that activity and that your device must not distract the class or activity in any way;
- that the College does not provide IT support or guarantees in the use of privately owned device(s);

- that in contravening this or any policy related to the use of college IT systems, disciplinary action may be taken;
- that the College accepts no liability in respect of any loss/damage to personal devices whilst at college or otherwise;
- that the use of a personally owned device to access services through the College wireless network signals that you accept and agree to abide by this policy and the Acceptable Use Policy.