

School Managed Device (SMD)

Dear Parents,

It is with great excitement that we welcome your child to join the School Managed Device (SMD) programme at John Lyon. As part of the equipment needed to take part in lessons and to get the most out of their learning at John Lyon, all pupils are required to bring their SMD to school every day.

Devices have provided an exciting opportunity so far for the School to develop a new style of education which better fulfils the needs of an increasingly digital world and workplace. This will of course not replace handwriting skills and written work completely, especially while examinations are still completed in this style. Because of our leadership in this field, John Lyon has been recognised as a Microsoft Showcase School, which is unique within our local area.

Is it essential to join the programme? How do I join?

Yes, all Year 7 and Year 9 pupils in September 2024 will require a SMD. Information on how to purchase their device is also included on this portal.

What are the expectations of the School Managed Device (SMD) programme?

All pupils in school will require a SMD, bringing this device to lessons is compulsory in the same way exercise books and textbooks are. This must be the specified model, purchased through the School portal. Parents are responsible for insuring the device, with insurance included in the initial purchase. The device remains the property of the pupil and parents.

Where pupils purchase a device through the School portal and have valid insurance, the IT Department will provide support in the case of loss or damage. This includes administering insurance claims or repairs and providing a similar replacement device in the interim.

The School undertakes to manage software updates, anti-virus and insurance arrangements for SMDs. The student is responsible for the condition of the SMD brought to school. SMDs should be charged outside of school. SMDs should be capable of lasting a full day without recharging. The School will manage controls on the device regarding which software/apps are able to be installed on it. The School will monitor SMD devices during the School Day.

Can you give me some examples of how the devices will be used?

Examples include but are not limited to: checking School emails and the School's Virtual Learning Environments and Microsoft Teams to plan their work and club commitments; contributing to and collaborating on shared online documents such as a set of class notes in OneNote; accessing educational multimedia; completing digital quizzes; updating reflective logs during tutor periods; completing questionnaires; accessing web-based learning resources.

Will my child's device be secure?

All pupils are assigned lockers in which they can safely lock away their belongings. The CCTV system covers all lockers that are in public areas. All devices will be required to be password protected using our security settings.

What is OneNote and how will the School use it?

Microsoft OneNote works like an electronic ring-binder to store and record all notes, images, to-do lists and other material. OneNote notebooks can be synchronised offline to laptops and mobile devices such that pupils can access them from multiple devices. Some teachers will use OneNote to deliver lessons; pupils will have access to these notes as well as being able to collaborate with each other in shared areas of the notebooks.

School Managed Device (SMD)**How will you help keep my child safe online?**

The School has a comprehensive firewall system to monitor and filter incoming and outgoing usage through the School network. When using the School WiFi, the content your pupil accesses online is filtered to prevent him/her from accessing inappropriate content for their age. The School has a comprehensive firewall system to monitor and filter incoming and outgoing usage through the School network. Likewise, when your child uses a School device, their screen is monitored remotely and access to material deemed inappropriate, or a cause for concern, will be sent to, and dealt with, by a Senior Teacher. Whilst we can filter internet content accessed on site, our main aim is to educate your child about the benefits and dangers of internet use. The various dangers and negative online trends amongst teenagers are addressed in regular assemblies, tutor time and PSHE sessions. We also recognise that in a digital world there are also many positives to be found in building a Digital Footprint as many businesses and Universities now perform online audits on each applicant before offering positions and places. It has therefore a key focus of ours to encourage every pupil in every year group to begin creating and building a positive online reputation for themselves so they can be safe in the knowledge that their Digital Footprint will impress future Universities and potential employers.

Does the School have an Acceptable Use Policy (AUP) for pupils?

Yes. To help keep your child safe on the internet they are required to sign and adhere to an Acceptable Use Policy that stipulates when, where and how they can use their device in School. A condition of this policy is that 3G/4G or 5G is not to be used inside School; pupils should only use School WiFi to access online material. This is extremely important as it allows us to use a range of software to monitor and filter the content they can access. A copy of the AUP can be found in the 'Policies' section of the Parent Portal.

Will my child spend too much time looking at a digital device screen?

We will actively encourage the use of technology to aid learning and complete work in School, but we also understand that pupils should maintain healthy levels of screen-time and socialise with their friends. To promote a healthy use of devices pupils are encouraged to attend at least two of the many clubs on offer. To reinforce this positive approach to devices and support your child to use technology positively at home, we must ensure we work together to foster good habits. We suggest you also encourage devices to be used for work purposes, but advise you to create boundaries at home as to where technology is used. For example, we would advocate that you do not allow phones in the bedroom, or at the dinner table and that you make use of the parental control features available on most devices. Parental support and boundaries alongside our own rules will help to ensure their use of devices is monitored, constructive and healthy.

Do you know of any useful online safety resources for parents?

Yes. The links below contain much useful information. Guidance such as this is also saved on the Parent Portal.

Internet Matters: <https://www.internetmatters.org/advice/>

NSPCC: <https://www.nspcc.org.uk/preventing-abuse/keeping-children-safe/online-safety>

Safer Internet: <https://www.saferinternet.org.uk/advice-centre/parents-and-carers>

Childnet: <http://www.childnet.com/resources/supporting-young-people-online>

Thinkuknow: <https://www.thinkuknow.co.uk/parents>

Should you have queries regarding your child's device please feel free to direct them towards me (JOC@johnlyon.org) or to your child's Tutor in September. Drop-in sessions will be offered to new students in the Digital Hub during the school day in September, should they need help using their device in the early stages of term. It is through this collaborative approach between parents and the School that we hope students can learn how to use technology safely and with the greatest educational benefit.

I look forward to welcoming your child to John Lyon in September.

Yours sincerely,

Mr J O Carr

Head of Digital Learning

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