



Kneller Hall Device Agreement for Pupils

Kneller Hall School is committed to improving the access to learning and the personal development opportunities of its pupils. We believe the use of electronic devices in class and study can enhance teaching and learning and provide an excellent environment for collaboration and creativity. For this reason, pupils are expected to always have a dedicated device for schoolwork with them.

Signing the Cognito form confirms you accept the following terms of use:

School-Managed Devices (Easy4u)

1. I understand the School-managed device is managed by school IT department. If I need software installation this must be authorised by the IT department.
2. I understand the device is mine to look after, and I am responsible for keeping it in working order. I have a locker to store it in during the day when not in use (for example, during break times)
3. I understand that it is a device for schoolwork and acknowledge and consent to web activity being monitored through Smoothwall monitor for safeguarding process.

Bring-Your-Own Device

While we transition to our school-managed scheme, we understand that there will be pupils who are still on our historic “bring-your-own device” scheme, or some may join us throughout the year with a device from a previous school’s scheme. We will honour devices already on the school system for the life of the device but will not onboard new devices unless there are extenuating circumstances which must have been agreed in writing.

For those on this scheme, you agree to the following:

1. I understand this is a dedicated device for schoolwork and consent to the administrator rights being handed over to the school IT department.
2. I understand and consent to the device being reset to factory settings and the installation of Windows 11 Pro Education, Microsoft intune, Smoothwall monitor, Impero Backdrop and Sophos antivirus.
3. I understand I may only use my dedicated school sign in when on the school site.

4. Pupils must make no attempts to circumvent the school's network security. This includes setting up proxies and downloading programs to bypass security. I understand that any attempt to disrupt the smooth operating of the dedicated safeguarding software (Smoothwall, Impero etc) would put me in breach of this agreement and sanctions will be applied.
5. I understand that the use of VPNs are not permitted on the device.
6. I understand that using a Personal WiFi or mobile broadband while on site is not allowed.
7. Anti-virus software must be installed and kept up to date on appropriate devices.
8. It is the pupils' responsibility to adequately care for the device. This includes an appropriate case and safe storage of the device when not in use. Radnor House School takes no responsibility to search for lost or stolen devices nor is there any assumption of financial responsibility by Radnor House School for damaged, lost or stolen personal computing devices.
9. Teachers and classroom staff have the ultimate control of when, how and what type of electronic devices are used in the classroom.
10. In addition to dealing with misuse/disruption within the remit of Radnor House School's Acceptable Use Policy and Behavioral Policy a personal ICT device could be confiscated and kept at reception until parent/guardian picks it up.

Use of Loan items

The school has a small number of devices and chargers available for loans. These are loaned on the following conditions:

1. It is the pupil's responsibility to check the loan item is in good working order. Any damage, such as cracks or missing keys, must be reported before signing the item out.
2. Loan items must be handed in to a member of IT staff at the end of the day.
3. During the period of the loan, the item is the pupil's responsibility, and they are liable for the cost of repair or replacement for any damage that occurs while the item is in their care.
4. Sanctions may be issued for pupils who are not prepared for their learning, and further sanctions will be issued for those who do not return loaned items within the agreed window.
5. Where a pupil's "Bring your own" device needs to be sent away for repair, a parent must contact the school IT department and an initial one-week loan may be arranged without sanction.