



Culford  
Senior School

# Bring Your Own Device Policy

## About Bring Your Own Device

Pupils are required to use their device in the classroom for various tasks, research and assignments. It is therefore important that you use a device that is suited to you.

In order to bring and use your own device at Culford School, it must meet the minimum hardware and software requirements detailed over the page.

To ensure our IT network is secure, safe and efficient for everybody to use, all guest devices are scanned by our system to ensure they are compliant with the School's policy. If your device does not meet the specified requirements, it will not be permitted to join the Culford IT network.

It is essential that the specified requirements are met in order to use the device effectively in and out of the classroom at Culford School.

If you experience any problems connecting to the Culford network, please contact the IT Services Department for assistance and they will be pleased to help you.

## General Recommendations

We recommend the following:

- A device using a conventional full British hardware keyboard for ease of use during lessons
- A screen size between 12"-15"
- A suitable weather proof protective case or sleeve
- Manufacturer's warranty
- Accidental damage insurance cover
- A suitable means of backup, either cloud or USB based, in case your device breaks down

## Pupils should be familiar with their device and be able to:

- Switch on the device
- Charge the battery
- Connect to a Wi-Fi network
- Navigate the operating system
- Use the software installed such as Google Chrome web browser and Office applications
- Manage folders and files
- Create word processed documents and save appropriately

## Software Not Permitted

Peer-to-Peer software of any kind is strictly prohibited whilst connected to the Culford network. Any device running this software, or attempting to download torrent files, will be banned from the system until the software is removed.

## Minimum Hardware Requirements

Your device must meet the minimum requirements below:

Device Type	Windows	Mac	Windows Tablet	Apple Tablet	Android Tablet
Operating System	Windows 7, 8 & 10	OSX 10.11 onwards	Windows 7 Windows 8.1 Windows RT	iOS 10 onwards	Version 6.0 onwards
Wireless enabled	Yes	Yes	Yes	Yes	Yes
Min Screen Size	11"	11"	10"	10"	10"
Min Hard Drive Capacity	128GB	128GB	16GB	16GB	16GB
RAM	4GB	4GB	1GB	N/A	N/A
Min Battery Life	6 hours	6 hours	6 hours	6 hours	6 hours
Keyboard	UK Keyboard	UK Keyboard	UK Keyboard	UK Keyboard	UK Keyboard
Device Example	Dell Latitude 3380	MacBook	Surface Pro	iPad Air	Samsung Galaxy Tab S 10.5"

## Minimum Software Requirements

Your device must be running the following software:

Operating System (U.K. version) A licensed version of one of the following, applicable to your device type:	<ul style="list-style-type: none"><li>Windows 7, 8, 10</li><li>Mac OSX 10.11 onwards</li><li>iOS 10 onwards</li><li>Android Versions 6.0 onwards</li></ul>
Software Applications A licensed version of one of the following, applicable to your device type:	<ul style="list-style-type: none"><li>Microsoft Office 2010, 2013, Office 365, Mac iWork Suite or Open Office</li><li>Google Chrome</li><li>Adobe Reader</li><li>Up to date versions of Java, Adobe Flash Player and Silverlight</li></ul>
Antivirus Without active and up to date antivirus software, your device will not be able to connect to the Culford network	<ul style="list-style-type: none"><li>Microsoft Security Essentials/Forefront Endpoint Protection</li><li>AVG</li><li>Sophos</li><li>Norton</li></ul>
Firewall	<ul style="list-style-type: none"><li>If your device has a built in firewall service, this should be enabled</li></ul>
Password Protection	<ul style="list-style-type: none"><li>All devices must be protected by a password or PIN code as appropriate</li></ul>

**For more information please contact the IT Department on:**

**☎ 01284 385328 or [itservices@culford.co.uk](mailto:itservices@culford.co.uk)**

**[www.culford.co.uk](http://www.culford.co.uk)**

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