

Secondary School
Key Stage 4/5 Bring your own Laptop Policy 2022-2023
Updated August 2022

Aims:

It is the overall aim of Royal Grammar School Guildford Qatar to ensure that students who are undertaking their International GCSE/AS Level courses are able to access a laptop and the internet. Students are encouraged to bring their own laptop but must be aware of the rules that apply in regard to safeguarding and safety of personal property, which they are solely responsible for. These are outlined below:

Rules and regulations for BYOL:

Who can bring their laptop?	Students in Year 10 and Year 11 who are studying the following subjects: D.T, Computer Science and Business Studies. Students in Year 12.
When can they be used?	In Year 10 and Year 11, laptops can ONLY be used during the lessons outlined above and with explicit permission of the teacher. In Year 12, laptops can ONLY be used during lessons with the explicit permission of the teacher and during study periods.
Use of cameras on laptops	Cameras must be disabled. Any student found taking pictures on their laptop will lose their right to bring the laptop into school and consequences will be in line with the school policy. Taking pictures on the school site is unacceptable, in line with the guidelines from the Ministry of Education and Higher Education. As you know, in the State of Qatar, taking pictures without explicit content can result in legal proceedings.
Safety of personal equipment	Bringing a laptop to school is at students' own risk. RGSGQ will not take responsibility for the loss or damage of the device. It is therefore imperative that students look after their device and always keep it with them. RGSGQ advises students not to lend devices to other students in case of damage.
WIFI	Students can contact IT Support to add any programmes deemed necessary by their teachers and add Wi-Fi to their laptop.
Usage	Students must ensure that their laptops are only used in lessons to complete research tasks and any other tasks set out by their teachers. Students must not go onto or search for any sites that are inappropriate and contain information or images that go against the values of Islam and the State of Qatar, and the RGSGQ values. Students must not watch anything they know to be unacceptable and inappropriate – including films and music during lessons or breaktimes.
Social Media	Students are NOT permitted to log into or use social media sites during the school day.