

St Johns Park High School

BRING YOUR OWN DEVICE (BYOD)



Rationale

The purpose of this policy is to outline the roles and responsibilities of the school, staff, students and parents and/or carers for the implementation of the Bring Your Own Device Policy at St Johns Park High School in 2020. It will outline what is considered acceptable and unacceptable student use of technological devices and the internet at school. Please note that the purchase of a computing device is not compulsory and is entirely optional.

What is BYOD?

Bring Your Own Device, or BYOD, is a technological trend in education. BYOD recognises that technology and choices about technology are very much personal. It acknowledges that technology in education means more than meeting specific curriculum requirements. It is about increasing student engagement and personalising learning to suit the individual needs of our students.

Objectives

1. To facilitate and promote the bringing of a computing device to school by students in Years 7 - 12 for use in their education.
2. To enable students to use technology to further their learning, independently and in structured lessons.
3. To provide a basis on which St Johns Park High School teachers can continue to tailor lesson delivery so that students can use their devices in class toward specific learning outcomes.

Actions

(A) Students and Parents/Carers

- Students and Parents are responsible for ensuring the device brought to school meets all the requirements of the Device Specifications shown in the table below. A device which does not meet the specifications will not be permitted access to school networks and services.
Note: SMART Phones are not considered an appropriate personal computing device in the context of the St Johns Park BYOD Policy.
- Prior to bringing a personal device for the first time, students and their parents must read and sign the BYOD Policy which sets out the responsibilities and expectations for use of the personal device at St Johns Park High School.
- Students must use their device in accordance with the Department of Education Policy Online: Student use of digital devices and online services PD/2020/0471/V01 (<https://policies.education.nsw.gov.au/policy-library/policies/pd-2020-0471>) and the SJPHS BYOD Policy.
- Students must follow teachers' directions as to appropriate use of their devices in class.
- Each student is absolutely and solely responsible for the care and conduct of their own personal device whilst at school and travelling to and from school.

- Students must connect their device to the designated wireless data network supplied by St Johns Park High School using their own, individual user account credentials only. Students must not connect to any other network, wired, wireless or cellular.
- Parents and students must ensure they have equipped their computing device with anti-virus software.
- Students must ensure they bring their device to school fully charged for the entire school day. No charging equipment will be supplied by the school and no students will be allowed to charge their device at school.
- Students are responsible for securing and protecting their devices at school. Any loss or damage to a device is not the responsibility of the school or the Department.
- Students' devices may be confiscated if the school has reasonable grounds to suspect that a device contains data which breaches the BYOD Student Agreement.
- Students are responsible for backing-up their own data and should ensure this is done regularly.
- Students and their parents/caregivers are responsible for arranging their own insurance and should be aware of the warranty conditions for the device.

(B) Teachers

- Teachers should encourage and facilitate the use of students' devices in their classes where they deem appropriate. Use of students' own devices in class is, however, at the sole discretion of the teacher.
- Teachers should follow standard discipline procedures if a student fails to follow the teacher's instructions.

(C) St Johns Park High School

- St Johns Park High School will maintain a BYOD Equity Policy to ensure all students, no matter their family's financial means, have access to the computing resources, inside and outside of class time, that are required by their coursework.
- Provide a BYOD Policy to list the responsibilities and expectations of each student and their families in the BYOD program.
- Ensure a copy of the BYOD Policy is signed by students and their parents prior to allowing the student's device to be brought to school.
- Provide a wireless network with filtered Internet connection to which students may connect their own device.
- Provide support to assist students with first bringing their device to school and establishing network connectivity with the device.
- Accept no responsibility for loss or damage to, or for maintenance or repair required on a student's own device through any act or omission resulting from the negligence or otherwise of the school, a member of the school staff or of another student.
- Should a student's device fail to meet a requirement of the Device Specification, the school will not facilitate the student's access to any network or school services.

**St Johns Park High School Bring Your Own Device Program 2020
Personal Computing Device Specifications**

Hardware Specifications	
Device Type	Windows Laptop, Windows Tablet, Mac Laptop, iPad Tablet
	Note: SMART Phones are not considered an appropriate personal computing device in the context of the St Johns Park BYOD Policy)

Keyboard Attachment	A tablet device should have a physical keyboard attachment. The keyboard may be permanently attached, a snap on or Bluetooth. (Touch keyboards are not recommended)
Screen	Minimum Screen Size: 9.7" Maximum Screen Size: 13.3"
Recommended Operating System	<ul style="list-style-type: none"> • Microsoft Windows 7, 8.1 or newer • Apple Mac OS x 10.8 or newer • Apple i OS 6 or newer <p><i>Note: while Chromebooks may be used, applications are limited.</i></p>
Wireless Compatibility	<p>Device must have 5GHz 802.11n support. This may be advertised as “Dual Band Wireless”, “802.11abgn”, “802.11agn”, “802.11ac” or “Gigabit Wireless”.</p> <p>Please Note:</p> <p>The DEC wireless network installed in high schools only operates on the 802.11n 5GHz standard. Devices with 802.11a/b/g or 802.11n 2.4GHz only will not be able to connect.</p> <p>Ask this question before you buy a device for BYOD: “The NSW Department of Education has a 5GHz (n) wireless network that uses a full range of channels. Will this device connect on all channels in the 5GHz range?”</p> <p>Do not purchase a device for BYOD unless the answer is “yes”.</p>
Battery Life	Battery Life should be six hours as there will not be facilities for charging the device at school.
Additional Recommendations	Protective cover or case for device. Device should not be too heavy to carry in bag each day.

I'm concerned about the costs

At St Johns Park High School we are committed to our obligations as a public education institution to deliver the same learning outcomes to all our students no matter their families' financial means. We have developed an 'Equity Policy' to operate alongside our BYOD Policy. The Equity Policy outlines a number of strategies the school may take, in consultation with you, to augment access to information and communication technologies.

I'm concerned about device security

The school does not own the device, support the device or repair the device. Experience from the previous Commonwealth funded Digital Education Revolution scheme indicated that students who took good care of their device and considered themselves the device's owner rarely had device security issues. If you are concerned that the device is going to be broken, lost or stolen, you may wish to consider specific accidental loss and breakage insurance for the device. You may also consider using a device locator service.

Details and Feedback

If you have questions or wish to provide feedback you can contact the school on 9610 8035 and ask to speak to the computer coordinator or technical support officer.



ST JOHNS PARK HIGH SCHOOL

BRING YOUR OWN DEVICE POLICY

1. Objectives – Policy Statement

1.1 The term “device” in this policy refers to any device with the capability to connect to the NSW DoE Wi-Fi network.

1.2 Schools can allow students to bring their own device to school and may provide access to the department’s Wi-Fi network.

1.3 Use of devices at school will be governed by the “St Johns Park High School BYOD Policy” and procedures based on the Bring Your Own Device Implementation Guidelines which can be found in the NSW DEC policies web site guidelines:

<https://education.nsw.gov.au/policy-library/policy-groups/technology,-devices-and-the-internet?refid=285789>

1.4 The department will provide internet access through its wireless networks at no cost to students enrolled in NSW Public Schools.

1.5 Students are responsible for the care and maintenance of their devices including data protection and battery charging.

1.6 The department will not accept any liability for the theft, damage or loss of any student’s device. Students who bring their own devices onto school sites do so at their own risk.

1.7 Schools are not obliged to provide hardware or technical support for devices.

1.8 Students and their parents/carers must complete and return a signed “BYOD Student Agreement” found in the ‘Community’ and ‘BYOD’ section on our school website:

<https://stjohnspk-h.schools.nsw.gov.au/learning-at-our-school/technology/bring-your-own-device--byod-.html>

prior to connecting to the department’s Wi-Fi network.

1.9 Where the school has reasonable grounds to suspect that a device contains data which breaches the BYOD Agreement, they may confiscate the device for the purpose of confirming the existence of the material. Depending on the nature of the material involved, further action may be taken including referral to the police. School disciplinary action may also be appropriate.

1.10 Students are NOT TO USE 3G/4G devices at school such as phones which have direct access to the internet bypassing DEC filters (YOU MUST USE the school wireless network while at school)

2. Audience and applicability

2.1 This policy applies to students connecting a device to the department’s Wi-Fi network.

2.2 This policy should be read and interpreted in conjunction with:

- Code of Conduct Policy
- Values in NSW Public Schools
- DEC Privacy Code of Practice
- Online Communication Services – Acceptable Usage for school students
- Legal Issues Bulletin No. 35 November 2012 – Use of mobile phones, portable computer games, recording devices and cameras in schools

- Legal Issues Bulletin No. 8 September 2012 – Claims for loss of or damage to personal property
- Smart-copying – Copyright guide for schools.

3. Responsibilities and Delegations

3.1 Principals are responsible for the implementation of this policy and guidelines in their school and are required to ensure that this policy is followed by participating students and their parents/carers.

3.2 Principals are responsible for dealing with any breach of the BYOD Agreement.

3.3 The department conducts surveillance and monitoring of its computer systems to ensure the ongoing confidentiality, integrity and availability of services.

4. Monitoring, evaluation and reporting requirements

4.1 Principals will supervise the implementation of the policy and report their evaluations to their Director, Public Schools NSW.

4.2 St Johns Park High School will update this policy and the guidelines referenced as technologies change or as required.

Evaluation: This policy will be reviewed in conjunction with the St Johns Park High School Strategic Directions and Milestones.



ST JOHNS PARK HIGH SCHOOL BRING YOUR OWN DEVICE - SIGNED AGREEMENT

Students who wish to take advantage of the BYOD policy must read and sign this agreement in the company of an adult unless otherwise excused by the Principal. This signed page is to be returned to the school.

These devices may then be used only at the direction of the class teacher for activities linked to class learning programs. Permission, if granted, will be for the current school year only and does not necessarily transfer to future school years.

By signing at the bottom of this page students agree to the following behaviours:

- I agree that my use of the Department of Education internet will be primarily for learning.
- I agree to take full responsibility for this personal device. (While every effort is made to ensure their security, the school and its staff take no responsibility for loss, theft or damage to the device either at school or in travel to and from school).
- I agree that I am responsible for the proper care of this personal device, including any costs of repair, replacement or any modifications needed to use the device at school. NSW Department of Education staff are under no obligation to provide any technical support to either hardware or software.
- I agree that I am responsible for charging and labelling my device prior to bringing it to school.
- I agree to only ever use my own school portal/internet log-in details and never share those with others.
- I agree to not hack or bypass any hardware and software security implemented by the Department of Education or my school.
- I agree to not use my device to knowingly search for, link to, access or send anything that is;
 - Offensive
 - Pornographic
 - Threatening
 - Abusive
 - defamatory
- I agree to report inappropriate behaviour and material to a teacher, Head Teacher, IT support officer, or Deputy Principal.
- I agree to stay safe by not giving out my personal information to strangers.
- I understand that my activity on the internet is recorded by the Department of Education and these records could be used in investigations, court proceedings or for other legal reasons.
- I agree that I should not take photos, video or sound recordings of other students and members of staff without their knowledge and consent. I am aware that I am not allowed to transmit or post photos, video or sound recordings taken at school without the express permission of a teacher.
- I agree that any violations of school or class rules involving a student's personally owned device may result in the student being banned from using the device at school and/or disciplinary action.
- I agree to only view, listen to, or access, school appropriate content on the personal device while at school. Due to copyright, content such as music is not to be transferred to other devices or the school's

computer network. The School Principal retains the right to be the final arbitrator of what is, and is not, appropriate content.

- I acknowledge that the school cannot be held responsible for any damage to or theft of my device.
- I agree that use of my device during school activities is at the direction of the teacher.
- I understand the device must have dual band wireless capabilities 5GHz 802.11n support to connect to the school wireless network.
- I have read and agree to follow the St Johns Park High School BYOD Policy and Guidelines.

NOTE: Where the school has reasonable grounds to suspect that a device contains data which breaches the BYOD Student Agreement, the device may be confiscated for the purpose of confirming the existence of the material. Depending on the nature of the material involved, further action may be taken including referral to the police. School disciplinary action may also be appropriate.

As a student I understand and will abide by the above conditions. I further understand that any violation of the above may result in the loss of my network and/or device privileges as well as other disciplinary action.

As a parent I understand that my child will be responsible for abiding by the above conditions. I have read and discussed them with her/him and they understand the responsibilities they have in the use of their personal device.

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BYOD SIGNED AGREEMENT

I give my child (name) _____ of Year _____ permission to bring their device to school each day.

_____ in the presence of _____
Student Name Parent/Carer Name

_____ in the presence of _____
Student Signature Parent/Carer Signature

Date: ____ / ____ / ____

DEVICE REGISTRATION:

1. Type of device:
2. Serial No:
3. Parent Contact Number: