



Rainbow Street Public School

BRING YOUR OWN DEVICE (BYOD) POLICY

Definition

The term 'device' refers to any mobile electronic technology, including assistive technologies, brought into the school, which is owned by the student, and which has the capability of connecting to the Department of Education's Wi-Fi network.

Rationale

Rainbow Street Public School strives to develop in students the skills and capabilities to thrive in a rapidly changing and interconnected world. To do this we provide rich learning experiences that develop students who are innovative, creative and critical thinkers who work collaboratively and have the skills and knowledge to function in an increasingly complex world. Students are inspired to be leaders of their own learning and a broad, rigorous and challenging curriculum is used to connect students and engage their sense of curiosity. The learning environment cultivates the development of flexibility, innovation and collaboration, enabling learners to solve complex problems and become mindful global citizens. Wireless access is available throughout Rainbow Street Public School.

Use

At Rainbow Street Public School all devices are to be used responsibly, ethically and for learning. Devices are used under the supervision of teachers. Devices are not to be taken to the playground during break times. They are to be stored in the secure locker storage provided.

Internet access on the device whilst at school is filtered through the Department of Education's network.

Student Code/Agreement

Students and their parents/carers must complete and return a signed BYOD Student Agreement (Appendix 1) prior to participation in BYOD. By accepting the terms of the BYOD Student Agreement, the student and parents/caregivers acknowledge that the student:

- Agrees to comply with the conditions of the school's BYOD policy; and
- Understands that noncompliance may result in disciplinary action.

A copy of the signed Agreement will be maintained in the Student Record Card.

Equity

The Rainbow Street Public School BYOD program can only function effectively if all students have access to a device that meets the device specification. To ensure access and equity for all students, the school has in place procedures for students who do not have a device. If families are unable to provide a device that meets the specifications they may make an application in writing to the Principal for assistance in obtaining access to a device. Whilst the school won't purchase devices for students, students who don't have a device will be able to take out a day loan from the library for use at school.

Security and Storage

Whilst every precaution is taken to prevent student devices being damaged, occasionally accidents happen. Rainbow Street Public School and its staff take no responsibility for damage to a device either at school or in travel to and from school.

Students are required to keep their devices in their bags at all times before school, and their bags must not be left unattended. At school, when devices are not in use during class time and at break times, devices are to be stored in the secure locker storage provided. After school, the same policy as before school applies, students must keep their devices in their bags, and their bags must not be left unattended until students are collected or arrive home.

Caring For Your Computer and Charging

Students and their parents/caregivers are solely responsible for the care and maintenance of their devices.

Devices need to come to school fully charged and operational. Maintenance of the device and associated software is the responsibility of students and parents. Class teachers are teaching their class and are not able to provide technical support.

Insurance is the responsibility of parents/caregivers. Please insure your child's device against accidental loss or damage and theft. You might also consider using a device locator service.

Minimum Device Requirements

The purchase of a device is a major decision and a significant expense. A quality device should last over an extended period of time. When choosing a device please consider:

- Minimum device requirements (Appendix 2); and

- All of your options for up-front purchase or lease/rent to buy.

To ensure that all learning time is focused on learning, software is to be installed at home.

Implementation Timeframe

The BYOD program at Rainbow Street Public School will be implemented in Stage 3 (Years 5 and 6) in 2019 with the aim of extension to Year 4 in 2020.

The program will be evaluated at the end of 2019.

This policy will be reviewed annually and may be further reviewed and amended as required.

Policy Breach

The consequences of any breach of this policy will be determined by the Principal in accordance with relevant Department of Education policies and procedures and accepted school practice.

Appendix 1

Rainbow Street Public School BRING YOUR OWN DEVICE (BYOD) STUDENT AGREEMENT

Students must read and sign the BYOD Student Agreement in the company of a parent or caregiver unless otherwise directed by the principal.

I agree that I will abide by the school's BYOD policy and that:

- I will use the department's Wi-Fi network for learning.
- I will use my device during school activities at the direction of the teacher.
- I will not attach any school-owned equipment to my mobile device without the permission of the school.
- I will use my own portal/internet log-in details and will never share them with others.
- I will stay safe by not giving my personal information to strangers.
- I will not hack or bypass any hardware and software security implemented by the department or my school.
- I will not use my own device to knowingly search for, link to, access or send anything that is:
 - offensive
 - pornographic
 - threatening
 - abusive or defamatory
 - considered to be bullying.

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STUDENT AGREEMENT

- I will report inappropriate behaviour and inappropriate material to my teacher.
- I understand that my activity on the internet is recorded and that these records may be used in investigations, court proceedings or for other legal reasons.
- I acknowledge that the school cannot be held responsible for any damage to, or theft of my device.
- I understand and have read the limitations of the manufacturer's warranty on my device, both in duration and in coverage.
- I have read the Bring Your Own Device (BYOD) Student Responsibilities document (Appendix 3) and agree to comply with the requirements.
- I have reviewed the Bring Your Own Device (BYOD) Minimum Requirements document (Appendix 2) and have ensured my device meets the minimum outlined specifications.
- I have read and will abide by the NSW Department of Education and Communities' *Online Communication Services – Acceptable Usage for School Students*.
<https://education.nsw.gov.au/policy-library/policies/online-communication-services-acceptable-usage-for-school-students>

Date: ___/___/___

Student name

in the presence of: _____
Parent/caregiver name

Student signature

Parent/caregiver signature

Appendix 2

Rainbow Street Public School BRING YOUR OWN DEVICE (BYOD) MINIMUM REQUIREMENTS

- Laptop or a 2 in 1 device
- Battery life of 6+ hours
- Lightweight (under 1.5kg)
- 11.6" or larger touch screen
- 5Ghz dual band Wi-Fi (802.11 ABGN or AC)
- Screen resolution of at least 1024x768
- USB ports
- Ability to connect earphones/headphones
- Physical keyboard
- Mouse or other pointing device
- WINDOWS 10 with 2GB RAM and 32GB storage or greater
- MacOS 10.10 (Yosemite) or newer with 2GB RAM and 128GB storage or greater
- Not a Chromebook, iPad or Android Tablet
- Durable – purchase a protective case
- Software - Preloaded with:
 - Microsoft Office suite*
 - Adobe Premiere Elements, Photoshop Elements*
 - Scratch
 - Kodu – NOTE: Windows devices only

* These products are available at no cost to all DoE students under our enterprise agreement.

- [Office 365](#) – online Office apps
 - To access go to: Students portal > Learning > Office 365
- [Microsoft Office 2016](#) – may be installed on up to five computers and ten mobile devices.
 - To install go to: Students portal > Learning > Office 365 > Install Office 2016
- Students can also access additional free software for their devices from the students' BYOD software website <https://nsw-students.onthehub.com/WebStore/Welcome.aspx>

Rainbow Street Public School BRING YOUR OWN DEVICE (BYOD) STUDENT RESPONSIBILITIES

Operating system and anti-virus:

Students must ensure they have a legal and licensed version of a supported operating system and of software. If applicable, students' devices must be equipped with anti-virus software.

NSW Department of Education Wi-Fi network connection only:

Student devices are only permitted to connect to the department's Wi-Fi network while at school. There is no cost for this service.

Battery life and charging:

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.

Theft and damage:

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.

Confiscation:

Students' devices may be confiscated if the school has reasonable grounds to suspect that a device has been used inappropriately, breaching the BYOD Student Agreement.

Maintenance and support:

Students are solely responsible for the maintenance and upkeep of their device(s).

Ergonomics:

Students should ensure they are comfortable using their device during the school day particularly in relation to screen size, sturdy keyboard etc.

Data back-up:

Students are responsible for backing-up their own data and should ensure this is done regularly.

Insurance/warranty:

Students and their parents/caregivers are responsible for arranging their own insurance and should be aware of the warranty conditions for the device.