



BRING YOUR OWN DEVICE (BYOD) POLICY

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Authorised by: **Principal**

Approved by School Council:
19/5/21

Date Created: 8/9/15

Last Updated: 18/5/21

Review Date: 2022

Page Number: 1 of 5

Purpose:

The Horsham College Bring Your Own Device (BYOD) program, like all BYOD programs in an education setting, inherently imposes a financial cost on students and their families in supplying a device. At the same time, the Horsham College BYOD program can only function if all students have access to appropriate technological resources in all their classes. Horsham College takes seriously the role of public education in ensuring all students have access to the same learning outcomes.

What is BYOD?

Bring your own device (BYOD) refers to students bringing a personally-owned device to school for the purpose of learning. A personally owned device is any technology device brought into the school and is owned by a student or the student's family. There are different models of BYOD. Horsham College students will be asked to bring their own laptop (Years 7, 10, 11 & 12 students) to school. Students in year 8 & 9 can continue their iPad program.

Horsham College's vision is to be a leading school in incorporating eLearning strategies to engage and empower all learners, preparing them to become digitally literate, flexible and socially aware of their future with the skills to contribute responsibly as a member of a global eCommunity.

At the College we use various electronic devices to serve 21st century learner's needs. Some of the key dispositions that we are seeking in our students are:

- the ability to use a device to communicate their ideas
- to be able to think critically
- to be able to use a device to collaborate with students and the global community
- to use a device to create and curate content.

Why BYOD?

The BYOD Policy replaces the Commonwealth Government's National Secondary School Computer Fund (NSSCF) which concluded in 2013.

Technology plays a large role in our students' lives and personal devices can enhance and enrich learning opportunities both at school and at home. Horsham College is committed to allowing responsible, learning-centred use of personal devices at school so as to provide as many pathways to understanding as possible for our students.

Equity and BYOD

Horsham College will provide access to technology for all students regardless of the family's financial situation. All students will have access to ICT resources to fulfil their educational requirements such as access to computers in the Study Centre, Library, IT suite in the Wimmera Trade Training Centre and use of laptop trolleys within the class environment. A wireless network with filtered internet connection is provided to all students in all learning spaces.

Acceptable Use Agreement

Students and parents/guardians are required to complete and return an Acceptable Use Agreement.

BYOD at Horsham College

BYOD (Bring Your Own Device) refers to students bringing a personally-owned device to school for the purpose of learning. Horsham College recognises the need to prepare students for a rapidly-changing world where technology plays an increasing role in students' everyday lives. BYOD will help prepare students to become digitally literate, flexible and socially aware of their future with the skills to contribute responsibly as a member of a global eCommunity.

Which device can students bring to school?

Year 8 and 9

Students in Years 8 to 9 can bring an iPad. The iPad must follow the required specifications.

The college will be partnering with JB HIFI Education Solutions to bring you suitable iPad purchasing arrangements for those who don't already own an iPad.

Year 7, 10, 11 and 12

Students in Years 7, 10 to 12 can bring a laptop. The device can be Windows or Mac OSX but must follow the required specifications.

Recommended Device Specification

Year 8 and 9

- Minimum specifications – iPad with WiFi
- Storage – 32 GB or higher
- Operating System – iOS 12 or higher

Note: iPad minis and Chromebooks will NOT be supported

Year 7, 10, 11 and 12

To ensure bring your own devices are able to operate with the department's WiFi, **5GHz dual band is recommended, 802.11 a/b/g/n wireless**

- Battery life – it is recommended that batteries last for 6-8 hours without charge
- Memory and Storage – recommendation 250GB storage and 16GB RAM or higher
- Hardware features – devices may have a camera and microphone

Software and Apps

Year 8 and 9

You will need to have the following applications (Apps) installed on the iPad:

- Numbers
- Keynote
- Pages
- iMovie
- GarageBand

There may be other applications required as the program develops

Year 7, 10, 11 and 12

You will need software that allows for:

- Internet browsing
- Note taking/word processing
- Creating spreadsheets
- Creating presentations
- Antivirus protection

Students can download education software from – <https://www.edustar.vic.edu.au>

Student Responsibilities

The following will be the students' responsibility when using a BYOD device:

- The device will be used only for learning purposes when in the school grounds
- Not to disclose/share students own portal/internet login details
- Not to hack or bypass any hardware and software
- Not to use the device to knowingly search for, link to, access or send anything that is:
 - Offensive
 - Pornographic
 - Threatening
 - Abusive
 - Defamatory
- Agree not to give out their personal information to strangers for their own safety
- Ensure their device is safe and secure at all times
- Keep their devices safe using carry cases, screen protectors, etc
- Acknowledge that the school cannot be held responsible for any damage to or theft of their device
- Agree to use the device according to the teachers' instructions
- Bring a device that matches the school's wireless specifications
- Students will be responsible to bring a device that is fully charged to school
- Students will be held responsible if they cause damage to another students' device.
- Acknowledge that the student agreement must be signed by a parent/carer and student before bringing the device to school.
- Use devices according to school Acceptable use Agreement and DET policies

Families may choose to purchase insurance for student devices.

BYOD FREQUENTLY ASKED QUESTIONS

What happens if my child's device is lost or stolen?

Any damage to a device that a student brings to school will be the student's responsibility. Theft will be dealt with as part of the school's existing Discipline policy. Families may consider purchasing insurance and/or an extended warranty for the device.

Can the device be charged at school?

Most learning spaces do not have the capacity to charge devices. Students need to bring their devices to school fully charged.

Will there be a place at school for devices to be stored?

No. Students should keep their device with them at all times. They should not leave them unattended.

Will there be an internet filter applied when the device is used?

While at school, students are to use the school network which will be restricted by the DET filtered internet service. All social media sites, and inappropriate sites, are blocked while students are at school.

Does the Department provide any software for students?

Yes. DET provides a number of software programs available for free download.

The link is: <https://www.edustar.vic.edu.au>

Will I be able to put my own apps and programs onto my device?

Yes. Parents and students are able to install their own apps and programs on their devices. These are at the discretion of the parents.

Will the school be doing a bulk purchase of devices for students to buy?

No. The ethos of the BYOD policy is that students will be purchasing the device that best suits their needs and appeals to them the most. Devices can be purchased from local providers such as: Wimmera Office Equipment, Harvey Norman, Betta Electrical or via the Horsham College JB HIFI portal:

www.ibeducation.com.au/byod

Will my child be disadvantaged if he/she can't bring a device to school?

No. The school will be able to provide access to devices if they are a required component of the lesson.

Appendix

Year 8 and 9

Students in Years 8 and 9 can bring an iPad. The minimum standard of an iPad Gen 6 with the latest iOS installed.

There is an annual IT Equipment Support Fee of \$30.00. The college will provide a list of the required Apps to be installed.

The college will be partnering with a number of local and appropriate non-local providers to bring you suitable devices for purchasing arrangements if they are required.

Personal Accounts for the App Store

While teachers are excellent at finding free apps that students can use on their iPads, it is important to remember that the minimum age for use of an App Store is 13yrs. Parents are therefore advised to update devices for children under 13 using family sharing.

Year 7, 10, 11 and 12

Students in Years 7, 10, 11 and 12 can bring a laptop. The device can be either windows or OSX. To ensure BYO devices are able to operate on our network and to fulfil students' educational requirements the following specifications are recommended:

- WiFi, **5GHz dual band is recommended, 802.11 a/b/g/n wireless**
- **Battery life** last for **6-8 hours** without charge
- **8GB RAM**
- Devices may have a **camera** and **microphone**.

There will be a setup fee of \$30.00 to be connected to and maintained on the school network and \$30.00 per year thereafter. Students can download free 'edustar' software from DET using the link: http://epotential.education.vic.gov.au/showcase/edustar_win

Students are encouraged to bring a computing device from home that they are already familiar with using.

NOTE: Students who have previously been issued with an NSSCF laptop may continue to bring this device to school.

Smartphones are not considered an acceptable learning device.

Antivirus - Protect your Data

Be aware that the VIC DET BYOD Policy requires users to have a current antivirus system on their device to protect user data and DET infrastructure. This can be Windows Defender that is the default for a Windows device. Mac OSX antivirus can be downloaded from the EduSTAR website.