	BRING YOUR OWN DEVICE (BYOD) POLICY	U:Public\Policies & Procedures\Approved Policies\BYOD Policy.doc
		Authorised by: **Principal** Consultation: **School Community** Approved by School Council:**21/05/25**
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Help for non-English speakers
If you need help to understand the information in this policy, please contact Horsham College on 5381 7100, or email horsham.co@education.vic.gov.au

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.

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.

Equity and BYOD

Horsham College will endeavour to provide access to technology for all students regardless of the family's financial situation. A range of strategies to ensure this is achieved is outlined within the Horsham College BYOD Equity Policy. All students will have access to ICT resources to fulfil their educational requirements. 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 before a student's device can be connected to school's server.

Which device can students bring to school and what are the specifications?

Horsham College students will be asked to bring their own laptop. The preferred device should be Windows but can be Mac OSX. Linux and Chrome OS (Chromebooks) are not suitable. For suitable devices, please refer to the required specifications (See Appendix 1).

Software and Apps

The Department of Education provides access and licenses to software for:

- Internet browsing,
- Word processing,
- Using spreadsheets,

- Creating Presentations,
- Using Creativity Applications

Students will be directed how and where to access the above software as part of their student induction process at Horsham College.

Student Responsibilities
Students will use devices in accordance with the School's Acceptable use Agreement, and DE policies. Families may choose to purchase insurance for student devices.

FURTHER INFORMATION AND RESOURCES
This policy should be read in conjunction with the following Horsham College policies:

- BYOD-Equity-Policy.pdf
- Student-Wellbeing-Engagement-Policy.pdf
- Digital-Learning-Internet-Social-Media-and-Digital-Devices-Policy.pdf
- Acceptable-Use-Agreement.pdf

Communication
This policy will be communicated to our school community in the following ways:

- available publicly on the school website
- discussed at parent information nights
- discussed at student forums/through communication tools
- hard copy available from school administration upon request

Review Cycle
This policy will be reviewed in accordance with the Policy Review Schedule.

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. During class time students should keep their device with them at all times. They should not leave them unattended. At all other times, for example recess and lunch, students should store their laptop in their own locker securely with a lock.

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 DE 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. DE 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. Information on where to purchase devices can be accessed by clicking on the following link:
https://www.horsham-college.vic.edu.au/teaching-learning/specialised-programs/byod-program/

Will my child be disadvantaged if he/she cannot bring a BYOD to school?

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

Appendix

Student laptops can be either Windows or OSX. To ensure BYO devices can operate on our network and to fulfil students' educational requirements the following specifications are recommended:

- Intel / AMD 5 and 7 series processors less than 5 years old
- Battery life 10-15hrs
- RAM 8GB-16GB
- 128GB-512GB SSD
- 12-15" screen
- Windows 11 Home+ or MacOS v13+

Note:
- Students enrolled in VCE subjects and electives—such as Media, Visual Communication Design, or Information Technology—may require devices with higher specifications to run demanding programs (e.g., Adobe Creative Cloud, CAD software, or programming environments). Please consult the classroom teacher and the College's IT department to confirm specific requirements.
- Students who have previously been issued with an NSSCF laptop may continue to bring this device to school.
- iPads, Smartphones and Smartwatches are not considered acceptable learning devices.
- Students are encouraged to bring a computing device from home that they are already familiar with using.