



ELDERSLIE HIGH SCHOOL

Bring Your Own Device (BYOD) Policy

Rationale

Elderslie High School values the importance of technology in assisting students with their learning. The use of technology is fundamental to the school's educational philosophies.

By implementing Bring Your Own Device (BYOD), Elderslie High School will assist students in developing digital literacy, fluency and citizenship while preparing them for the high tech world in which they will live, learn and work. This policy has been developed to address the increasing availability of personal mobile devices and how they can be utilised by students in the school learning environment.

Objectives

The objectives of the BYOD policy are to:

- Encourage the bringing of a computing device to school by all students in Years 7 - 12
- Provide a safe environment in which students can utilise technology on a regular basis
- Ensure a minimum standard of device compatibility
- Enable students to use technology to enhance their learning
- Provide the opportunity for teachers to tailor lesson delivery so that students can use their devices in class.

Actions and Responsibilities

1. Department of Education

- Responsible for the surveillance and monitoring of its computer systems to ensure the ongoing confidentiality, integrity and availability of services.
- Provide internet access through its wireless networks at no cost to students enrolled in NSW Public Schools.

2. Elderslie High School

- Develop and implement the school's BYOD policy and establish good management and accountability practices.
- Communicate the policy, guidelines and procedures for BYOD to staff, students and parents/caregivers.
- Publish a device specification that outlines the requirements of the BYOD Program devices.
- Support and monitor the use of mobile learning devices in each faculty area.
- Provide a BYOD User Charter to list the responsibilities and expectations of each student and their families.
- Ensure a copy of the Charter is signed by each student and their parent/caregiver.
- 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.
- Not responsible for providing hardware, technical support, charging and maintenance for the BYOD devices.

3. Teachers

- Encourage and facilitate the use of students' devices in their classrooms where they deem appropriate. Use of students' own devices in class is, however, at the sole discretion of the teacher.
- Report any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature that is found on a student's device.
- Confiscate device(s) if a student is breaching the school's BYOD policy, Internet Policy and/or Social Media Policy and ensure that the device is given to the Deputy Principal.

4. Students

- Prior to bringing their device for the first time and connecting to the department's network, students and their parent/caregiver must read and sign the Student and Parent BYOD Agreement which sets out the responsibilities and expectations relating to the use of personal devices and consequences for misuse.
- Use a device that meets the device specifications as outlined by the school. (A device which does not meet the device specifications will not be permitted to access school networks and services)
- Adhere to the school's BYOD Policy and the department's Online Communication – Acceptable Usage for School Students
- Bring their own devices to school and may access the department's Wi-Fi network for the purpose of learning.
- Take responsibility for the care and maintenance of their devices, including data protection, battery charging and updating security software.
- Follow teachers' directions as to the appropriate use of their devices in class.
- Understand that any misuse of the device(s) that breaches the BYOD Policy, Internet Policy and/or Social Media Policy, will result in confiscation of the device and the revocation of the student's BYOD agreement.

In particular, the student :

- may not create, transmit, or participate in the distribution of content on their devices that attempts to undermine, hack or bypass hardware or security mechanisms that have been implemented by Elderslie High School and/or the Department of Education and Communities and its Information Technology Directorate.
- must not misuse camera and/or microphone functions on their device that will breach the school's Social Media Policy.
- may only take photos and record audio samples of an individual or group, after prior written consent by the individual (including parent and caregivers consent for minors) or group; and the permission by the appropriate staff member.
- must adhere to the school's Internet Policy and prohibits the use of the department's internet access to seek out, access, store and send material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature. Offences that breaches the policy may result in disciplinary and/or legal action.
- must report any inappropriate material to their class teacher, Head Teacher, Deputy Principal or Principal.
- must be aware that all internet activity is recorded and may be used in investigations, court proceedings or for legal reasons.
- must collect any confiscated device from the Deputy Principal at the end of the school day.

5. Parents or Caregivers

- Ensure that the device that is to be brought to school meets all the requirements of the device specification. A device which does not meet the specification may not nor be able to access the school network and services.
- Sign the school's BYOD Agreement, acknowledging the expectations of the use of the learning device and consequences for misuse.
- Be aware that all internet activity is recorded and may be used in investigations, court proceedings or for legal reasons.
- Promote good habits of using and securing the devices each day by encouraging students to use a sturdy storage case, back up all files on a regular basis and charge the battery on a nightly basis.
- Encourage students to keep the device secure while at school by not leaving their bag unattended.