

Woodend School



ICT - Information,
Communication &
Technology

*Bring Your Own Device
Agreement 2021*

Name _____

BYOD EXPECTATIONS

Technology/Devices

Technology/Devices means a privately owned wireless laptop or portable electronic tablet that can be used for word processing, wireless Internet access, image capture/recording, sound recording and information transmitting/receiving/storing, etc.

Internet Capability:

Only the internet gateway provided by the school may be accessed while at school. Only devices meeting these minimum requirements will be allowed for use at Woodend school. Personal internet capable devices such as, but not limited to 3G tablets / cell network adapters, t-stick, vodem, etc, **are not** permitted to be used to access outside internet sources at any time.

Minimum requirements:

- Battery life – 5-6 hours to get through a school day without recharging
- Weight – light enough for your child to carry easily to school
- Wireless access – must have wireless access to the internet
- Screen Size: No smaller than 20 cm Diagonally - Size of iPad mini
- Laptops - must have up-to-date anti-virus software
- Student needs to be the expert on their own devices.
- Protective case

Note: mobile phones or gaming hardware such as PSPs are outside these requirements

Security and Damages:

Responsibility to keep the device secure rests with the individual owner. Woodend School, its staff or employees, are not liable for any device stolen or damaged at school. If a device is stolen or damaged, it will be handled through normal channels of investigation similar to other personal artefacts that are impacted in similar situations. It is recommended that devices are labelled to physically identify the device from others. Please check with your insurance provider if and what cover they provide. Additionally, use of protective cases for devices is encouraged. Matai will have lockable cardboards available for devices at morning tea and lunch or when not being used for learning.

Woodend School Student Agreement

The use of technology to provide educational opportunities is not a necessity but a privilege. When abused, privileges will be taken away, parents will be notified by email and requested to pick up the device from the office. When respected, they will benefit the learning environment as a whole. Students and parents/guardians participating must adhere to the the 'Responsible Use Agreement', as well as all Board policies particularly the 'Cyber Safety' Policy.

Specifically, devices:

- May only be used to access Apps, files on computer or internet sites which are relevant to the classroom curriculum. *Games are not permitted at school.*
- May not be used outside learning times while at school (eg. lunchtime and morning tea)

Students acknowledge that:

- The school's network filters will be applied to one's connection to the internet and attempts will not be made to bypass them.
- Bringing on premises or infecting the network with a Virus, Trojan, or program designed to damage, alter, destroy, or provide access to unauthorized data or information is in violation of the Responsible Use Agreement.
- Processing or accessing information on school property deemed inappropriate or related to "hacking", altering, or bypassing network security policies is in violation of Responsible Use Agreement.
- Woodend School has the right to collect, inspect files and examine any device that is suspected of causing problems or was the source of an attack or virus infection.
- Woodend School has the right to take away the device from any student deemed to have broken the BYOD agreement and hold in the office until collected by a parent.
- It is the owner's responsibility for the repair of any malfunctioning / damaged devices. Woodend School does not supply technical services for any device not owned by the school.
- Personal technology is charged prior to bringing it to school and runs off its own battery while at school.
- Devices brought to school are for the use of the child. The school adheres to a "sharing screen" concept, whereby the child may share his/her screen with others. In collaborative group work there may be 2-3 children working together viewing the device, however the child is in charge of operating his/her device. 'My hands, my device'.

As a student I understand and will abide by the above guidelines. 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 consequences if needed.

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

Device_____	Serial Number_____
Student Signature_____	Date_____
Parent Signature _____	Date_____