



Years 3-6 Bring Your Own Device (BYOD) Program

Dear Parents,

At Barnier Public School, our mission is to develop future focused learners who think critically and creatively, work collaboratively and are able to communicate effectively. In working towards this goal, our school will be implementing a BYOD (Bring Your Own Device) initiative with all students in Years 3-6 in 2020.

From the beginning of Term 1 2020 every student in Stage 2 and Stage 3 will be expected to bring their own personal digital device to school every day which will be used to innovatively implement the NSW curriculum.

Our school has thoroughly researched the advantages of a BYOD initiative and have spoken to other schools to ensure the best implementation of the program. **Some advantages of a BYOD program include:**

- Students will have daily access to a range of educational Applications used at school and at home;
- Any work done on the device will be available for students to access in the home setting and allow them to share their learning with parents/carers;
- Students will not have to share a device with other students, allowing them to work at their own pace;
- Students will learn how to value and responsibly care for their own device;
- Increased engagement through tasks that are individualised and require students to think creatively, problem solve, collaborate and demonstrate their learning in unique and individual ways;
- Students will begin to learn how to authentically integrate the use of technology into their daily work and to utilise it so as to maximise the greatest educational benefit.

The school will put in place several measures to ensure the care and safety of devices brought to school.

These measures will include but are not be limited to:

- Clearly communicating behavioural and usage expectations to all staff and students;
- Locking devices in classrooms during the day;
- Only using devices inside classrooms unless under the direction of a teacher;
- Teachers ensuring that other students are not using the device at any time.

Arrangements can be made for students and families who may be experiencing financial difficulty or who currently do not have access to a personal device at home. Please contact the office to arrange a meeting to discuss this with an executive member of staff.

A Parent Information Evening will be hosted on **Thursday 21st November (Week 6 of Term 4) at 5:30pm** in the School Hall to introduce the program to parents, outline the benefits of BYOD in the primary school setting and to answer any community questions. Please complete the attached RSVP slip and return it to the school office prior to Monday 18th November to confirm your attendance at this event.

To ensure a smooth transition at the beginning of the school year, students will participate in a number of digital citizenship programs and activities in the first few weeks of Term 1. This will further develop their understanding of personal safety whilst using the Internet, and reinforce the BYOD policy and expectations of behaviour. The use of personal devices will not begin until these programs are completed. Further information regarding the commencement of personal device use will be given at the beginning of the 2020 school year.

We are encouraging parents to purchase a small to medium sized laptop/Chromebook as they are the easiest for students to use and work well within a school setting. Laptops/Chromebooks vary in price and capability which give all families the ability to participate in this program. See the next page for the specifications clearly set out by the NSW Department of Education that will support the BYOD program in our school.

NSW Department of Education Specifications:

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| Wireless Connectivity | The department's Wi-Fi network operates on the 802.11n5Ghz standard Devices that are labelled 802.11a/b/g/n (Dual Band) 5Ghz, or the newer, faster 802.11ac (5G Wi-Fi) will also be supported. Devices that do not support this standard will not be able to connect |
| Operating System | Microsoft Windows 10 Mac OSX (minimum Yosemite preferred) Chrome OS (Chromebook) |
| Software and Apps | Access to Microsoft 365 and Google Suite for Education will be provided to all students Adobe Premier Elements and Adobe Photoshop Elements PDF viewer Google Chrome Web Browser |
| Storage | Minimum 16GB (Chromebook) 32GB (Windows 10) |
| RAM | 2GB minimum for Chromebook devices 4GB minimum for devices with Windows 10 |
| Hardware Features | Built in camera and microphone USB |
| Display | Integrated display no smaller than 11 inches |
| Pointer | Touch screen or track pad |
| Weight | 2kg maximum |
| Accessories | Carry Case: Supply a carry case or skin to protect the device Insurance and warranty: Be aware of the terms of insurance policies/warranties for the device. The school will not accept responsibility for loss or damage |

For further information on NSW Department of Education guidelines and policy on BYOD programs please refer to the Department of Education's website: <https://education.nsw.gov.au/policy-library/policies/student-bring-your-own-device-policy-byod>

Please take the time to read the Acceptable Use Agreement and Guidelines document that will be sent out early in 2020 so that parents and students can complete and sign the agreement.

If you wish to attend the Parent Information Night, please also complete the attached RSVP slip and return it to the school office.

We look forward to an exciting and innovative year in 2020. If you have any questions about the BPS BYOD program, please contact Mrs Housbey or Mr Vincent.

Kind Regards,

Kelly Housbey and Adam Vincent
Technology Coordinators

Mandy Hollis
Relieving Principal

Barnier Public School Acceptable Use Agreement and Guidelines

1. Security and use of the device is at all times the responsibility of the student.
2. In particular the device should:
 - be brought to class fully charged, ready for use;
 - not be left unattended;
 - be stored securely in the classroom when not in use at school;
 - be stored in a secure, safe location when used outside school or during transportation.
3. Students must not use the school's Internet service to download any apps.
4. The school accepts no responsibility, and cannot guarantee support, for any apps installed onto the device.
5. The school supports appropriate cyber safety protocols for parents and students.
 - Students are required to use the school's wireless Internet service and must login using their student username and password when at school.
 - Students must keep their passwords confidential. If a student becomes aware of someone using their login information, they must inform the school immediately.
 - We encourage parents to regularly check the contents of their child's device and their Internet usage to ensure that only appropriate websites are being used.
 - Students must inform the teacher or others when using the camera and audio recording functions and are reminded that they must gain teacher permission to publish photographs or videos to Seesaw or Edmodo. Video and photos are expressly forbidden to be published to any other social media platform including but not limited to Facebook, Google Hangout, Messenger, Instagram and Snapchat.
 - Students are expected to follow all teacher directions, including when to use the device.
 - Students should at all times use appropriate manners when communicating electronically.
 - Students must provide their device to teachers and parents/guardians upon request.
 - Barnier Public School staff reserve the right to access the data on the student's device and delete inappropriate data when necessary.
6. The physical safety and care of the device also needs to be managed appropriately:
 - It must always be transported in a purpose built case, i.e. a cover protecting the top, bottom and sides of the device.
 - It should not be used near food, drinks or chemicals.
 - It must only be used while seated or standing still (i.e. not walking around).
 - Students must not let anyone use the device other than your teacher, parents or guardians.
7. Personal safety while using the device is also essential:
 - Use the device only when required for schoolwork during class time.
 - Students are not to provide personal information to anyone over the Internet.
 - Students are not to share their passwords with anyone.

BYOD Parent Information Night – RSVP Slip

I _____, the parent/guardian of _____ in class _____ will be attending the Parent Information Evening on Thursday 21st November in the School Hall at 5:30pm.

Parent Signature: _____ Date: _____