Bring Your Own Device (BYOD) Acceptable Use Policy

BARNIER
PUBLIC SCHOOL

CHALLENGING THE FUTURE

1. Purpose

Barnier Public School recognises that in a digital age, with rapid and continuing changes in the ways that people share, use, develop and communicate with ICT, young people need to be highly skilled in its use. To participate in a knowledge-based economy and to be empowered within a technologically sophisticated society now and into the future, students need the knowledge, skills and confidence to make ICT work for them at school, at home, at work and in their communities (NSW BOSTES and ACARA Curriculum requirements). Barnier Public School will facilitate this in accordance with the BYOD Policy. In order for students to bring their own electronic devices (laptop) for use during school hours, parents or guardians must first read and understand the BYOD Acceptable Use Policy.

2. Rationale

BYOD gives students access to online digital curriculum that encompasses resources and tools to help students develop their skills and capabilities in all subjects through the use of ICT. Access to online resources has changed the ways that students construct knowledge and interact with others. Students will have the opportunity to learn to use ICT for academic purposes with confidence, care and consideration, understanding its possibilities and its application in learning and the workforce.

3. Equipment

3.1 Custodianship

The device brought to school as a part of this program should be brought to school by the student on each school day and be solely the student's to use throughout the school day.

3.2 Choice of equipment

The device must meet all the requirements of the minimum device specification. This includes meeting any required physical device characteristics and having the listed software installed (see Specification sheet).

3.2.1 The DEC wireless network installed in DEC schools only operates on the 802.11n 5GHz standard. Devices must be labelled with 802.11 b/g/n or 802.11ac dual band. Devices with only 802.11a/b/g or 802.11n 2.4GHz will not be able to connect.

3.2.2 Students must ensure they have a legal and licensed version of a supported operating system and of any installed software. If applicable, student devices must be equipped with antivirus software.

3.2.3 Technical support: Since the device is neither owned nor serviced by the school, Barnier Public School will be unable to offer technical support for BYOD.

3.3 Use of alternate equipment

Equipment which is not in accordance with clause (3.2) is not permitted for use in the Bring Your Own Device program in the absence of a separate agreement between parents and the school for the use of such equipment.

3.4 Damage of loss of equipment

3.4.1   Students bring their own device for use at Barnier Public School at their own risk.

3.4.2   Barnier Public School will not be responsible for any loss, theft or damage to:

(a) the device

(b) data stored on the device

while the device is at school or during a school-related activity, absolutely, in negligence or otherwise.

3.4.3   Parents and students should consider whether their device requires insurance and whether specific accidental loss and breakage insurance is appropriate for the device.

3.4.4   In circumstances where a device is damaged by abuse or malicious act of another student, reimbursement may be required. Only the Principal can, having regard to all the circumstances of the matter, determine whether the other student is responsible for the damage to the device and whether costs incurred in the repair of the device should be borne by the other student and/or family of the student. No costs as the result of malicious damage will be met by the school.

3.4.5   The above clause (3.3.4) does not bind students to the determination of the Principal.

3.4.6   In accordance with clause (6.4) below, students should not bring peripheral equipment, including power charges and cables to school with their device. Liability for damage or loss of peripheral equipment will in all circumstances be the responsibility of the student and/or family of the student.

4. Standards for equipment care

Students are responsible for:

(a) Taking due care of the device in accordance with school guidelines.

(b) Adhering to the Department of Education and Communities' policy Online Communication Services: Acceptable Usage for School Students (PD/2002/0046/V04).

(c) Backing up all data securely. All electronic data and resources used for school coursework must also be stored on another device or electronic medium accessible on demand. Students must not rely on the continued integrity of data on their device.

5. Misuse of equipment and communication systems

In rare circumstances some students may choose to misuse their device.

5.1   Standard school discipline procedures apply for misuse of the device contrary to this BYOD Student Agreement or other school rules.

5.2   Examples of action the school may take in cases of misuse include:

   (a) the device being taken away by a teacher for the remainder of the lesson

   (b) the device being taken away by an Assistant Principal or Deputy Principal for the remainder of the school day and/or until a parent or carer picks up the device

   (c) permission for the student to bring their device to school as a part of the Bring Your Own Device program is revoked.

   (d) discipline procedures, including detention or suspension where deemed appropriate, in line with the Barnier Public School – Student Welfare Policy.

6. Acceptable equipment and communication system use

6.1   Use of the device during the school day is at the discretion of teachers and staff. Students must use their device as directed by their teacher.

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6.3   Students must bring their device to school fully charged.

6.4   Students should avoid bringing peripheral device equipment to school with the device. Peripheral equipment includes:

   (a) chargers

   (b) charging cables

   (c) docking cradles, with the exception of a docking cradle that includes a keyboard integrated into the peripheral

   (d) external pointing devices, such as computer mouses

   (e) adapters for the connection of video output or data transfer

6.5   While at school, all material on the device is subject to review by school staff.

6.6   Students are to connect their device to the designated wireless network only. Students are not to connect their device to other wired, wireless or cellular (3/4/5G) networks whilst at school.

6.7   Students are not to create, participate in, or circulate content that attempts to undermine, hack into and/or bypass the hardware and software security mechanisms that are in place.

6.8 At enrolment into a New South Wales Government school, parental/carer permission was sought to allow the student to access the Internet at school based on the Department of Education and Communities' policy Online Communication Services: Acceptable Usage for School Students (PD/2002/0046/V04). Extracts are provided below. This policy forms part of this Bring Your Own Device Student Agreement.

6.9 The policy Online Communication Services: Acceptable Usage for School Students (PD/2002/0046/V04) applies to the use of the device and internet on in the device:

(a) at school

(b) to access school-hosted systems

(c) connection with a school-related activity or school-related program, including coursework.

6.10 At enrolment into a New South Wales Government school, parental/carer permission was sought to allow communications in which your child's information may be published, these include but are not limited to:

(a) Public websites of the Department of Education and Communities including the school website, the Department of Education and Communities intranet (staff only), blogs and wikis.

(b) Department of Education and Communities publications including the school newsletter, annual school magazine and school report, promotional material published in print and electronically including on the Department's websites.

(c) Official Department and school social media accounts on networks such as YouTube, Facebook and Twitter. Parents should be aware that when information is published on public websites and social media channels, it can be discoverable online for a number of years, if not permanently. Search engines may also cache or retain copies of published information. Published information can also be linked to by third parties.

Parents who do not wish their sons/daughters to be able to publish information or photos must advise the school at time of enrolment.

6.11 Intellectual Property and Copyright

Students agree to:

(a) Never plagiarise information and always observe appropriate copyright clearance, including acknowledging the author or source of any information used.

(b) Ensure that permission is gained before electronically publishing users' works or drawings.

(c) Always acknowledge the creator or author of any material published.

(d) Ensure any material published on the internet or intranet has the approval of the Principal or their delegate and has appropriate copyright clearance.

Barnier Public School Minimum Device Requirements and Specifications

The device specifications identify the minimum system requirements/hardware specifications for students so that parents are fully informed about what is needed. If you are unsure of any aspect of this specification document please contact Barnier Public School.

NSW Department of Education Specifications

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 32GB (Chromebook) 128GB (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