



NORTH ROCKS PUBLIC SCHOOL

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North Rocks Public School Bring Your Own Device (BYOD) Policy (Revised November 2019)

Introduction

This document provides guidance and direction to staff, students and parents for the management of Bring Your Own Device (BYOD) and school iPads for Stage 2 and Stage 3 students. As we enter a new era of education with the new National Curriculum, schools are required to assist students to develop their 21st century learning skills. At North Rocks Public School, based on current educational research, we have established that the iPad is the most effective learning tool to facilitate the development of 21st century learning skills within primary school classrooms. Your investment in the purchase of an iPad for your child to bring to school to support their learning will not only provide your child with the opportunity for anywhere/anytime learning, but it will also assist our school to expand our 21st century learning initiative and resources across all key learning areas.

Whilst students are encouraged to bring their own device to school, allowances will be made for students unable to do this at this stage.

Key Principles

Access to the Department of Education (DoE) WIFI network, including the internet, will be made available to students who bring their own iPad for learning, there is no cost for this service. BYOD provides an effective process that allows schools and the DoE to efficiently incorporate devices into our digital learning environment while securing and protecting school and DoE infrastructure and data. *iPads brought to school that contain a SIM with data will not be permitted nor accepted.* Students must, and are only allowed to use the DoE WIFI network. Access to mobile 3G, 4G or 5G networks is a clear breach of this policy.

Devices

At North Rocks Public School, BYOD refers to an iPad as the device.

- **Devices:** Devices such as an Android/Windows based tablets, laptops are not included in our BYOD policy. Any iPad or iPad mini is acceptable though it must support the latest iOS operating system. The device should be at least 16GB, however, we do encourage 32GB or 64GB. Students are solely responsible for the maintenance and upkeep of their devices.

NB: Students may bring an iPad Mini but increasingly we are finding the smaller screen size an issue for students as learning tasks increase in depth and complexity.

- **Restrictions:** North Rocks Public School encourages all parents to implement restrictions to their child's device. This includes students only having access to the educational apps requested by the school during school hours. The Apple website provides clear step-by-step guidelines on how these restrictions can be placed onto your child's device. How to implement these parental controls can be found at the following website <https://support.apple.com/en-us/HT201304>
- **Technical support:** iPads must have the latest approved iOS operating system for the device and core learning apps are to be installed and regularly updated. North Rocks Public School will not provide technical support for iPads brought from home. Parents are advised that older devices, such as an iPad2 may not be able to run the latest iOS operating system as time progresses. Students are responsible for backing-up their own data and should ensure this is done regularly.
- **Charging:** Students must agree to bring their iPad from home to school every day fully charged. No charging equipment will be supplied by the school.

- **Accessories:**

Case: iPads brought from home for use at school must have a protective case that minimizes damage in daily use. A more substantial shock absorbent iPad cover is recommended. Should an iPad be damaged, parents are asked to have the device repaired as quickly as possible.

Headphones: All students must bring their own headphones to school for use on both BYOD and school devices.

External keyboard: It is highly recommended that all students who bring their own iPad to school have a case that incorporates a build-in keyboard or an external keyboard that can be connected to the device to support children's typing skills on word processing apps.

- **Apps:** iPads brought to school from home must have installed a list of the school's nominated core learning apps at the parent's expense. It is possible to link more than one device (usually up to five) to the same iTunes account and sharing of the apps on all these devices at home would be cost effective. As the device is not owned by the school, other apps are allowed to be installed on BYOD devices. However, the school reserves the right to request for students to have restricted access to non-educational apps (including messaging apps, social media apps and games) during school hours. All apps must stay updated. Here is a list of apps that are required:

Free apps to download <ul style="list-style-type: none"> • Google Chrome • Reading Eggs • Mathletics • SeeSaw • Kisdoodle • Google Earth • Sketches • Kahoot! • Scan (or any QR Reader) • Stop Motion Studio • Pic Collage - Photo editor • Makers Empire • Microsoft Whiteboard 	
Apps already supplied by Apple to keep <ul style="list-style-type: none"> • Pages • iMovie • GarageBand • Safari • Keynote • Numbers 	Google Suite (free) <ul style="list-style-type: none"> • Google Classroom • Google Drive • Google Docs • Google Slides • Google Sheets
Apps to purchase <ul style="list-style-type: none"> • Book Creator - \$7.99 • Green Screen Do Ink- \$4.49 • Popplet - \$7.99 • DoInk Animation and Drawing - \$7.99 	Microsoft 365 Suite (free) <ul style="list-style-type: none"> • Word • Excel • One note • PowerPoint • Teams
Stage 2 only (free) <ul style="list-style-type: none"> • WeDo 2.0 	Stage 3 only (free) <ul style="list-style-type: none"> • Mindstorms EV3 Education • Flipgrid



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- **Damage/Theft/Loss:** The school does not accept responsibility for any damage, theft or loss of any iPad bought to school. Parents are advised to consult their insurance company on this matter as BYO iPads are not covered under the NSW Govt. managed treasury fund.
- **Student use:** Students who bring their own iPads to school or who are using school iPads will be held personally responsible for the correct/appropriate use of their iPad and apps. Students will not be able to use iPads during school breaks and/or playground times unless there is explicit approval from the class teacher (e.g. to finish a certain assignment). We encourage parents to regularly check the contents of their child's device and for students to share their work with their parents.

Equity

We are committed to our obligations as a public education institution to deliver the same learning outcomes to all our students, no matter their family's financial situation. Students who do not participate in the BYOD program will be provided with a school iPad or an alternate device when possible.

Privacy

Student work is to remain within the confinements of the applications and are not to be shared among any other platforms. Photos and videos are only to be used for educational purposes and as instructed by their teachers. Students are to immediately delete photographs and videos taken containing peers and/or teachers once students have completed working with these resources.

Student responsibilities

All students using BYOD or school iPads are required to use their device in an acceptable manner within the context of the school and the home. Students must follow their teachers' directions and the North Rocks Public School Device Agreement whilst using the iPads in the classroom. Should a student choose not to comply with these expectations of usage/behaviour, the Device Usage Policy will be invoked and access to the school's network may be removed for a period of time. The school's general internet student user agreement will continue to apply to all students at all times.

North Rocks Public School Device Agreement 2020

It is important to ensure that students (and their parents or carers) are aware of and agree to North Rocks Public School's Device Agreement prior to using any devices in the schools' digital learning environment.

I agree that:

- ☐ I have read the Device Usage Policy and understand consequences may apply for breaches of the Device Agreement.
- ☐ I will use the department's Wi-Fi network for learning and do not have a device that has its own SIM with data and access to networks.
- ☐ I will use my device during school activities at the direction of the teacher.
- ☐ I will only have access to and use the requested educational apps during school hours.
- ☐ I will not use or have access to any messaging and social media apps during school hours.
- ☐ I will not voice record, film or take photos of any other students or teachers without a teacher's permission. Any forms of stored digital media must be removed immediately from devices after being used for educational purposes.
- ☐ I will not attach any school-owned equipment to any device without the permission of the school.
- ☐ I will not use any device during school breaks and/or in the playground without approval from the class teacher.
- ☐ I will not use another student's device or let anyone else use the device other than their teacher or parent/carers.
- ☐ I will use my own portal/internet log-in details and will never share them with others.
- ☐ I will stay safe by not giving my personal information to strangers.
- ☐ I will not hack or bypass any hardware and software security implemented by the department or my school.
- ☐ I will not use any device to knowingly search for inappropriate content.
- ☐ I will report inappropriate behaviour and inappropriate material to my teacher.
- ☐ I understand that my activity on the internet is recorded and that these records may be used in investigations, court proceedings or for other legal reasons.
- ☐ I have read and will abide by the NSW Department of Education and Communities' *Online Communication Services – Acceptable Usage for School Students*.
<https://education.nsw.gov.au/policy-library/policies/online-communication-services-acceptable-usage-for-school-students>

Only for BOYD participants:

- ☐ I have reviewed the BYOD Policy and have ensured my device meets the minimum outlined specifications.
- ☐ I acknowledge that the school cannot be held responsible for any damage to, or theft of my device.
- ☐ I understand and have read the limitations of the manufacturer's warranty on my device, both in duration and in coverage.
- ☐ I will bring my device to school every day, charged with the most up-to-date software and app versions.
- ☐ My device will be clearly labelled with a label that cannot be easily removed.
- ☐ My device has restrictions applied during school hours, only allowing access to the requested educational apps during these times.
- ☐ I will not leave my device unattended and it will be stored in a secure, safe location when used outside of school or during transportation.

Name of student: Class:

Signature of student: Date: / /

Name of parent/carers:

Signature of parent/carers: Date: / /