



**Bunbury SHS recognises the need to prepare students for their rapidly changing world where technology plays an increasing role in everyday lives. BYOD (Bring your Own Device) refers to students bringing a personally owned computing device to school for the purpose of learning.**

Students can bring devices to school that meet the required device specifications. These specifications mean that the device will:

- \* be easily connected to the school WiFi and internet
- \* be familiar to staff and allow greater use of ICT in teaching
- \* provide access to software and applications appropriate for learning

## **Device specifications**

### **1) For Network Access (– access to Internet and Shared Drives)**

MacBook Air or MacBook Pro loaded with OSX-10.10 or above.

### **2) WiFi Only Access (– access to Internet Only)**

Any device with a Screen larger than 9”\*\* If it is a Windows OS – loaded with Windows 8 or above. Battery life must exceed 5 hours. Storage min 64GB, Ram min 2GB.

\*\*We would recommend a laptop device over a tablet device for easier access to stored files.

## **General Information – See Agreement for specifics**

### **Student and Family Responsibility**

In the BYOD program, students and parents are responsible for:

- \* Ensuring the device is safe and secure at all times
- \* Any warranty and insurance on the device
- \* Maintenance of device (hardware and software)

### **School Responsibility**

In the BYOD program the school will provide:

- \* Access to elements of the school network through WiFi for educational purposes

### **Information regarding use of the device at school is specified in the Agreement and covers:**

Care, Transport, Use, Storage, Saving, Backing up, Insurance consistency, Health and Safety considerations, Maintenance of device (hardware and software)

## **BYOD Guidelines and User Agreement**

**Bunbury Senior High School is committed to providing supportive learning environments for all students and is keen to assist students with personal laptops/tablet devices. Clearly, safety and security from both the student's point of view and the school's are prime concerns as is the impact on the school resources. Consequently, the following Guidelines have been established: These guidelines refer only to devices that students intend to use to access the school WiFi.**

- School sanctioned personal laptop computers or tablet devices may be used at school by students.
- Laptop computers/tablet devices can only be used at school with the knowledge and written approval of the parent/guardian and the school. The signing and registering of the acknowledgement slip below constitutes such knowledge and approval.
- The student accepts FULL responsibility for the care and use of their own laptop/tablet device. In particular, the School does not accept responsibility for the theft or loss of the device or parts/accessories. Families should check the details of their personal insurance coverage for events such as loss/damage.
- Under no circumstances are students to leave a device unattended. When a device is not in use it should be placed in a locked locker. This includes occasions when undertaking extra curricular activities. Students must always take home their devices overnight and never leave them in a locker overnight.
- Students should always attempt to minimise the total weight of materials transported to and from home.
- The laptop/tablet device will have access to the school's wireless network. Students will be bound by the Network Usage Agreement.
- Students will use their wireless connection exclusively for educational purposes. Activities such as downloading inappropriate files via programs or playing networked computer games via the internet or the wireless network are not permitted. These provisions are extracted from the Acceptable Usage Agreement applicable to all students and are listed here for emphasis.
- The use of a laptop/tablet device at particular times in individual lessons is at the discretion of the subject teacher. There may be times when the activity is intended to be done without computer assistance or when the attention of the student is required elsewhere. At NO stage should students access programs or material from the laptop/tablet device which are not relevant to their current work/learning. In the event of students using their laptop/tablet device inappropriately, the teacher may require the student to close down the computer and continue working via other means.
- The use of power cords creates an Occupational Health and Safety risk and also increases the possibility of damage to the device should a student trip on the cord. Students are expected to bring their devices to school each day with a fully charged battery. If one battery does not provide the required length of use then a second battery should be purchased. Students will not have provision to charge batteries at school.
- The school does not provide technical assistance for hardware or software problems that may occur with laptop/tablet devices. Such assistance remains the personal responsibility of the student as a private matter.
- The student is responsible to ensure that any software or application required is already installed and appropriately licensed on their laptop/tablet device. The school is unable to supply or install software due to resource constraints and licensing agreements.
- Students are encouraged to perform regular backups of their files. The importance of current work will often determine back up frequency.
- Where there is reasonable suspicion that material contrary to law or the ethos of the school is being brought to school on the laptop/tablet device, the school reserves the right to impound the computer and require a parent/guardian to collect the device from the school.

### **PERMISSION FOR STUDENT USE OF BRING YOUR OWN DEVICE**

I have read and understood the BYOD Guidelines and agree to abide by these conditions:

Type of Device \_\_\_\_\_

Student Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Parent/Carer Name: \_\_\_\_\_

Parent/Carer Signature: \_\_\_\_\_

Date: \_\_\_\_\_