



BUNBURY
SENIOR HIGH SCHOOL



Information and Communications Technology

WELCOME

Dear Parents and Carers

Our school has access to online services provided by the Department of Education. These increase the range of teaching tools available to staff and will enhance the opportunities available to students.

Guided by the principles of responsible digital citizenship, our ICT policy shapes the use of technology by our students within a senior high school setting. By embracing Bring Your Own Device (BYOD) and technology, students are equipped for modern learning, collaboration, and creativity. Within this digital realm, a culture of respect and responsibility is promoted in the use of IT in our learning.

Upholding academic integrity is paramount, with a strong emphasis on originality and respect for intellectual property. This includes plagiarism and the use of AI in our learning. We encourage students to safeguard personal information and respect the rights of others when using IT. The policy extends to positive online conduct, promoting kindness and inclusion to prevent cyberbullying, ensuring a safe and inclusive school community. Our school prides itself in promoting e-safety and responsible use of technology in everyday life.

The Department's online services currently provide:

- individual email accounts for all students and staff
- access to the Internet, with all reasonable care taken to monitor and control students' access to web sites while at school
- access to email services from home if the home computer is connected to the Internet
- access to the Microsoft Office 365 suite of software programs both at school and at home. Documents are saved in cloud
- storage so that students can access their work anytime and anywhere they have internet service.
- access to the Connect system. Connect provides parents and carers with secure online access to teaching and learning information about their children. Parents are able to communicate easily with teachers and stay informed about their child's learning anywhere, anytime. Parents are able to log-in using a Department supplied secure user name to access Connect classes containing notices, resources, a calendar of events, class activities and student achievement.

I am writing to you to:

1. Seek permission for your child to be given access to these online services
2. Seek permission to publish student work or images of students on websites
3. Seek permission to use lesson recordings for teacher development
4. Have your child sign acknowledgement of the Acceptable User Agreement.
5. Seek email information to allow us to set up a Parent Connect account.

If you agree to your son or daughter making use of these online services, please complete the form attached to the Enrolment Form. You will also need to ensure that your son or daughter reads or understands the acceptable usage agreement, also attached to this letter, before the permission slip is signed. All signed documents should be returned to school so that an account can be created for your child.

Please note that while every reasonable effort is made by schools and the Department to prevent student exposure to inappropriate online content when using the Department's

Online Services, it is not possible to

completely eliminate the risk of such exposure.

You should also be aware that general Internet browsing by your child from home or locations other than school is not monitored or filtered by the Department. Parents are responsible for supervision of your child's use of the Internet from home.

Yours sincerely,



**MIKE SINAGRA
PRINCIPAL**



PERMISSION TO USE LESSON RECORDINGS FOR TEACHER DEVELOPMENT

On occasions, individual teachers may wish to use video recordings of lessons or classroom activities to inform their professional learning and development. Recordings made for this purpose will only be used within the school and will be deleted at least annually.

We request permission for your child to be included in any such recordings.

PERMISSION TO PUBLISH STUDENTS' WORK OR IMAGE OF STUDENTS ON THE WEBSITE

We request your permission for video or photographic images of your child to be taken during school activities. If such images are captured, they would be used for the purpose of educating students, promoting the school, or promoting public education. We

are also seeking your permission for the school to publish images and/or samples of your child's work.

If you give your permission, the school may publish images of your child and/ or samples of work done by your child in a variety of ways, including, but not limited to, online and hard copy school newsletters, Department of Education internet websites or intranet websites, school annual magazines and local newspapers. If published, third parties would be able to view the photographs and work.

If you sign the form attached to the Enrolment Form it means that you agree to the following:

- The school is able to publish images of your child and samples of your child's work as many times as it requires in the ways mentioned above. Your child's image may be reproduced either in colour or in black and white. The school will not use your child's image or samples of your child's work for any purpose other than for the education

of students or for the general promotion of public education and the school.

- The school will only publish the first name of the student. Family names will not be revealed.
- Any images captured by the school will be kept for no longer than is necessary for the above-mentioned purposes and will be stored and disposed of securely. Whilst every effort will be made to protect the identity of your child, the Department of Education cannot guarantee that your child will not be able to be identified from the image or work.

If you agree to permit the school to capture images of your child, and to publish images of your child, or samples of your child's work, in the manner detailed above, please complete the form attached to the Enrolment Form. This consent, if signed, will remain effective until such time as you advise the school otherwise.

MOBILE PHONE POLICY

The Department of Education does not permit student use of mobile phones in public schools unless for medical or teacher directed educational purpose.

It is not a requirement at Bunbury Senior High School for students to have a mobile phone at school.

Our school recognises that an increasing number of parents/carers who for safety, security and/or emergency purposes wish to provide their children with mobile phones. This policy details the conditions under which mobile phones are permitted on campus

CONDITIONS OF USE

- The use of mobile phones for all students will be banned from the first bell, to the conclusion of the school day, this includes at break times (off and away all day).

GUIDELINES

- Students are permitted to have mobile phones in their possession during the school day, however mobile phones must be switched off and stored on the person, in student bags or in the student's locker.
- Students who need to contact parents/carers or work can do so before first bell or after last bell.

EXEMPTIONS & COMMUNICATION

Exemptions to the conditions of use include where a student requires a mobile phone:

- to monitor a health condition as part of a school approved documented health care plan;
- under the direct instruction of a teacher for educational purposes; or with permission of a teacher for a specified purpose.; or while in line at the cafeteria for the purpose of payment.
- Senior School students are exempt from the condition only in the Kingia building, during break times.
- Devices such as smart watches, iPads and other tablets must not be used to send or receive messages during the school day.
- While at school, students are the responsibility of the school. All communication between parents/carers and students, during school hours, should occur via the school's administration.

GUIDELINES

- Bunbury Senior High School has duty of care for all students when they are attending the school. Where students need to get in contact with parents/carers, students are to notify the appropriate school staff.

- If parents/carers need to contact their children, they should phone the school directly on (08) 9797 8900 and request a message to be passed on to their child/children.
- Further disciplinary action, in accordance with the student behaviour policy and procedures may be a result of repeated breaches and or depending on the circumstances of the breach.

BREACHES OF THIS POLICY

- Breaches of this policy will be managed in accordance with the School Behaviour Management Policy and Procedures.

GUIDELINES

- Students who do not comply with this policy will have their mobile phone confiscated and held at Student Services. The student can collect the mobile phone at the end of the school day.
- In cases of repeated breaches of this policy, the device will be confiscated and held at Student Services. For the third and subsequent infringements, a parent conference will be requested.

- In the case of repeated inappropriate mobile phone use by a student, the Principal may direct the withdrawing of the student's mobile phone from the school for a determined period or permanently.
- The infringement count will reset at the beginning of each term.

FURTHER GUIDANCE

- For the purposes of this policy, 'mobile phones' includes smart watches and associated listening accessories, such as, but not limited to, headphones and ear buds.

*Policy approved by the Bunbury SHS Board 3
September 2025*



INFORMATION AND COMMUNICATIONS TECHNOLOGY

STUDENT ACCEPTABLE USE AGREEMENT

By signing the form attached to the "Student Enrolment Form" your child agrees to the following;

I agree to follow the rules set out below when I am at school and/or I use the school provided technology services:

- I will only use online services for purposes which support my learning and education research.
- I understand that I am responsible for all activity in my online services account.
- I will check with the teacher before sharing images or giving information about myself or anyone else when using online services.
- I will keep my password private and not share it with other students.
- I will not let other people logon and/or use my online account.
- I will tell my teacher if I think someone is using my online services account.
- I understand that the school and the Department of Education can monitor my use of online services.
- If I find any information that is inappropriate or makes me feel uncomfortable, I will tell a teacher about it. Examples of inappropriate content include violent, racist, sexist, or pornographic materials, or content that is offensive, intimidating or encourages dangerous or illegal activity.
- I will not use the School's online services for personal gain or illegal activity (e.g. music file sharing), to bully, offend or intimidate others or access or send inappropriate materials including software that may damage computers, data or networks.
- I will acknowledge the creator or author of any material used in my research for school work by using appropriate referencing.
- I will gain permission from the copyright owner of any material used in my school work before I reuse it in a portfolio for employment, in a competition or any other uses other than for my private research and study.
- I will be courteous and use appropriate language in all Internet communications.
- I will not try to access the Internet sites that have been blocked by the school or the Department of Education.
- I will not damage or disable the computers, computer systems or computer networks of the school, the Department of Education or any other organisation.
- I will not photograph or otherwise record students or staff, and/or distribute such material (e.g. via social media) without their explicit consent.

I understand that:

- I will be held responsible for my actions which are inconsistent with the above and for any breaches caused by allowing any other person to use my online services account.
- The misuse of technology may result in disciplinary action, determined by the principal, which may include referral to the police.
- I may be held legally liable for offences committed using online services.
- I will follow the school mobile phone policy and acknowledge that my phone may be confiscated and refusal may result in disciplinary action.



THIRD PARTY PROVIDERS

Online educational resources and cloud-based storage are used by schools across Western Australia to improve administration processes and/or teaching and learning programs.

Bunbury SHS currently utilises the third party application providers listed below to support these needs. Each provider requires access to certain personal information to support their product. Personal information may include information relating to both students and parents, including:

- Student name
- Health records
- Gender
- Student ID
- Age / Date of birth
- Year group
- School class / Teacher
- Photographs
- Parent details (E.g.name, email & phone numbers)
- Address
- Student email – Note for all school recommended databases, students are required to use their school email address only.

It is important that you understand the reasons why we may provide this information to each respective provider, what will be done with it, who else may have access to it, and where the data is stored. The information can be found in the links below referring to each provider's terms and conditions and/or privacy policy.

Please read these to ensure that you understand the implications of using this service. If you have any queries around the storage of student information, please feel free to contact the school on 9797 8900.

Note: Parents have the option of advising the school that they do not provide consent for their child to access any or all of the listed providers.

If you consent your child having access to any or all of the listed providers please complete and sign the consent form attached to the "Student Enrolment Form".

THIRD PARTY PROVIDERS LIST

NOTIFICATION

NAME OF PROVIDER: Atomi

TYPE OF SERVICE: Atomi is a teaching and learning platform that provides video lessons, interactive quizzes and AI powered revision.

PERSONAL INFORMATION REQUESTED: Staff/teacher: other data, student: name, email, work/content, school name, student grade or performance data

PRIVACY POLICY: <https://getatomi.com/privacy>

RISK ASSESSMENT: Notification

NAME OF PROVIDER: Beyond Blue The Checkin

TYPE OF SERVICE: Provides services for good mental health practices

PERSONAL INFORMATION REQUESTED: Staff/teacher: other data, student: other data, parent: other data

PRIVACY POLICY: <https://www.beyondblue.org.au/general/privacy-policy>

RISK ASSESSMENT: Notification

NAME OF PROVIDER: Consent 2 Go

TYPE OF SERVICE: Excursion management software: manages student attendance, parent permission and health records for students attending excursions and incursions.

PERSONAL INFORMATION REQUESTED: Student name, date of birth, telephone number, class details, gender, parent email, credit card payment option for excursions, student email, address, school name, school year, profile or other photos, medical or health, parent mobile number & parent consent

PRIVACY POLICY: <https://www.mcbschools.com/Content/Public/MCBSchoolsWebPrivacyPolicy.pdf>

RISK ASSESSMENT: Notification

NAME OF PROVIDER: Fotoworks

TYPE OF SERVICE: School photography service

PERSONAL INFORMATION REQUESTED: Staff/teachers name, student gender, parent contact information, school name, class details, student date of birth, student photos or videos, parent name, school year

PRIVACY POLICY: <https://www.fotoworks.com.au/privacy>

RISK ASSESSMENT: Notification

NAME OF PROVIDER: ESSI Money

TYPE OF SERVICE: Teaching and Learning Mathematics

PERSONAL INFORMATION REQUESTED: Staff/teacher: name, email, Student: name, email, gender, Other data: school

PRIVACY POLICY: <https://www.financialbasics.org.au/privacy-policy.aspx>

RISK ASSESSMENT: Notification

NAME OF PROVIDER: Functional solutions - SmartSuite

TYPE OF SERVICE: Library management system

PERSONAL INFORMATION REQUESTED: Student username, student name, date of birth, class details, school name, school year, profile or other photos & gender.

PRIVACY POLICY: <https://www.functionalsolutions.com.au/TsandCs>

RISK ASSESSMENT: Notification

NAME OF PROVIDER: Maths Pathway

TYPE OF SERVICE: Maths Pathway allows teachers to identify areas for development; assign personalised curriculum-aligned mathematics content to students; and receive data regarding student progress.

PERSONAL INFORMATION REQUESTED: Staff/teacher: other data, student: name, email, year level, username, grade or performance data, school name, class details.

PRIVACY POLICY: <https://www.beyondblue.org.au/general/privacy-policy>

RISK ASSESSMENT: Notification

NAME OF PROVIDER: MyFuture

TYPE OF SERVICE: Career guidance

PERSONAL INFORMATION REQUESTED: Student name, age, school name, postcode

PRIVACY POLICY: <https://myfuture.edu.au/footer/privacy-policy>

RISK ASSESSMENT: Notification

NAME OF PROVIDER: MyWay Employability

TYPE OF SERVICE: Career education; career planning; learning activities; learning support system

PERSONAL INFORMATION REQUESTED: Student name, student date of birth, student geolocation data, parent contact information, parent financial data, student email, student gender, parent name, student other data, school name

PRIVACY POLICY: <https://www.mywayemployability.com.au/privacy>

RISK ASSESSMENT: Notification

NAME OF PROVIDER: PaperCut**TYPE OF SERVICE:** This is a print management system**PERSONAL INFORMATION REQUESTED:** Student name, school name**PRIVACY POLICY:** <https://www.papercut.com/privacy-policy/>**RISK ASSESSMENT:** Notification**NAME OF PROVIDER: Parent Teacher Online (PTO)****TYPE OF SERVICE:** Interview booking software: Parents use this to make appointments with teachers.**PERSONAL INFORMATION REQUESTED:** Student name, class details, parent email, school name, school year & parent name.**PRIVACY POLICY:** <https://parentteacheronline.com.au/privacy-policy/>**RISK ASSESSMENT:** Notification**NAME OF PROVIDER: Passtab****TYPE OF SERVICE:** This is a visitor and student management system**PERSONAL INFORMATION REQUESTED:** student name, school name, school year & parent name**PRIVACY POLICY:** <https://passtab.com/privacy.html>**RISK ASSESSMENT:** Notification**NAME OF PROVIDER: Procreate****TYPE OF SERVICE:** Teaching and Learning**PERSONAL INFORMATION REQUESTED:** Student: work/content, photos or videos**PRIVACY POLICY:** <https://procreate.art/privacy-policy>**RISK ASSESSMENT:** Notification**NAME OF PROVIDER: Revise Online****TYPE OF SERVICE:** ATAR Revision**PERSONAL INFORMATION REQUESTED:** Staff/teacher: name, email, Student: name, email, work/content, grades or performance data**PRIVACY POLICY:** <https://www.reviseonline.com/>**RISK ASSESSMENT:** Notification**NAME OF PROVIDER: Schoolzine****TYPE OF SERVICE:** This service provides a school communication system**PERSONAL INFORMATION REQUESTED:** Parent name, parent email, parent mobile number, school name & school year**PRIVACY POLICY:** https://www.schoolzine.com/privacy_policy**RISK ASSESSMENT:** Notification**NAME OF PROVIDER: SkillsRoad****TYPE OF SERVICE:** Career**PERSONAL INFORMATION REQUESTED:** Staff/teacher: name, email, personal information, other data, Student: name, home address, telephone, email, date of birth, gender, geolocation data, other data, Parent: name, contact information, other data (list if provided), Other data: school**PRIVACY POLICY:** <https://www.skillsroad.com.au/website/privacy>**RISK ASSESSMENT:** Notification

NAME OF PROVIDER: Timing Solutions

TYPE OF SERVICE: Sports Management

PERSONAL INFORMATION REQUESTED: Staff/teacher: name, email, Student: name, home address, telephone, email, date of birth, gender, other data, Other data: school

PRIVACY POLICY: <https://www.timingsolutions.com.au/privacy-policy>

RISK ASSESSMENT: Notification

NAME OF PROVIDER: Subject Selection Online (SSO)

TYPE OF SERVICE: Subject Selection Software: Students use this to select elective courses each year.

PERSONAL INFORMATION REQUESTED: Student name, date of birth, class details, grades or performance, student email, school name & school year

PRIVACY POLICY: <http://www.subjectselectiononline.com.au/privacy-policy/>

RISK ASSESSMENT: Notification

NAME OF PROVIDER: TV4Education

TYPE OF SERVICE: This is an education video library available to schools. There are a range of education channels, resources and learning tools

PERSONAL INFORMATION REQUESTED: Student username, student name, date of birth, class details, school name school year, profile or other photos & gender

PRIVACY POLICY: <https://www.functionalsolutions.com.au/TsandCs>

RISK ASSESSMENT: Notification

NAME OF PROVIDER: The Careers Department

TYPE OF SERVICE: Career planning; career education; careers and jobs

PERSONAL INFORMATION REQUESTED: Student geolocation data, student name, student gender, student email, student work/content, parent contact information, student other data, school name, parent email

PRIVACY POLICY: <https://www.thecareersdepartment.com/privacy>

RISK ASSESSMENT: Notification

NAME OF PROVIDER: Work Ready

TYPE OF SERVICE: Careers

PERSONAL INFORMATION REQUESTED: Staff/teacher name, student email, school name, staff/teacher email, student name.

PRIVACY POLICY: <https://www.work-ready.com.au/privacy-policy/>

RISK ASSESSMENT: Notification

CONSENT

NAME OF PROVIDER: Adobe Creative Cloud K-12

TYPE OF SERVICE: Teaching and learning. References & resources. Educational videos

PERSONAL INFORMATION REQUESTED: Staff/teacher: name and email student: name and email. Parent: name and contact information

PRIVACY POLICY: <https://www.adobe.com/au/privacy/policy.html>
<https://www.adobe.com/au/legal/terms.html>

RISK ASSESSMENT: Consent

NAME OF PROVIDER: Amplify Desmos Math

TYPE OF SERVICE: Teaching and learning platform and curriculum resources to support math proficiency.

PERSONAL INFORMATION REQUESTED: Staff/teacher: name, email, other data, School Name: Class Name, Student: name, email, username, performance data & results, year level, work, image, audio recording, responses

PRIVACY POLICY: <https://amplify.com/customer-privacy/>

RISK ASSESSMENT: Consent

NAME OF PROVIDER: Autocad

TYPE OF SERVICE: Teaching and learning. References & resources. Design and drafting application

PERSONAL INFORMATION REQUESTED: Staff/teacher: name, email student: name, email, date of birth, work

PRIVACY POLICY: <https://www.autodesk.com/company/legal-notice-trademarks/privacy-statement>
<https://www.autodesk.com/company/legal-notice-trademarks/privacy-statement/childrens-privacy-statement>

RISK ASSESSMENT: Consent

NAME OF PROVIDER: Blooket LLC

TYPE OF SERVICE: Educational review website which allows educators to create review question sets. The educator uses Blooket's game modes to engage students.

PERSONAL INFORMATION REQUESTED: Staff/teacher: name, email, student: Student grades or performance data, student attendance records

PRIVACY POLICY: <https://www.blooket.com/privacy>

RISK ASSESSMENT: Consent

NAME OF PROVIDER: Canva for Education

TYPE OF SERVICE: Teaching and learning. References & resources. Creative design and presentation tools

PERSONAL INFORMATION REQUESTED: Staff/teacher: name, email student: name, email, work/content, photos or videos. Other data: school

PRIVACY POLICY: <https://about.canva.com/terms-of-use/>

RISK ASSESSMENT: Consent



NAME OF PROVIDER: Code.Org

TYPE OF SERVICE: Teaching and learning.

PERSONAL INFORMATION REQUESTED: Staff/teacher: name, email student: name, email, work/content, photos or videos, gender, other data: school, class details, school year, student username

PRIVACY POLICY: <https://code.org/tos>

RISK ASSESSMENT: Consent

NAME OF PROVIDER: Fusion 360

TYPE OF SERVICE: Teaching and learning. References & resources. Integrated CAD, CAM and CAE Program

PERSONAL INFORMATION REQUESTED: Staff/teacher: name, email student: name, email, geolocation data, date of birth, work

PRIVACY POLICY: <https://www.autodesk.com/company/legal-notice-trademarks/privacy-statement>

<https://www.autodesk.com/company/legal-notice-trademarks/privacy-statement/childrens-privacy-statement>

RISK ASSESSMENT: Consent

NAME OF PROVIDER: Grok

TYPE OF SERVICE: Teaching and learning.

PERSONAL INFORMATION REQUESTED: Staff/teacher: name, email and other data student: name, email, gender and other data

PRIVACY POLICY: <https://groklearning.com/policies/terms/>

<https://groklearning.com/policies/privacy/>

<https://groklearning.com/policies/security/>

RISK ASSESSMENT: Consent

NAME OF PROVIDER: Kahoot

TYPE OF SERVICE: Game based learning platform

PERSONAL INFORMATION REQUESTED: Student name, Student work/content, Class details, Student email, School name, Student geolocation data

PRIVACY POLICY: <https://trust.kahoot.com/privacy-policy/>

RISK ASSESSMENT: Consent

NAME OF PROVIDER: Inventor

TYPE OF SERVICE: Teaching and learning. References & resources. 3D mechanical design

PERSONAL INFORMATION REQUESTED: Staff/teacher: name, email student: name, email, date of birth, work

PRIVACY POLICY: <https://www.autodesk.com/company/legal-notice-trademarks/privacy-statement>

<https://www.autodesk.com/company/legal-notice-trademarks/privacy-statement/childrens-privacy-statement>

RISK ASSESSMENT: Consent

NAME OF PROVIDER: Mathspace for Schools

TYPE OF SERVICE: This service provides adaptive mathematics learning and practice for high school students.

PERSONAL INFORMATION REQUESTED: Student username, student name, class details, student work/content, grades or performance, parent email, student password, student email, school name, geolocation (country only), parent name

PRIVACY POLICY: <https://mathspace.co/au/privacy-policy>

RISK ASSESSMENT: Consent

NAME OF PROVIDER: OLN A Support

TYPE OF SERVICE: Teaching and Learning

PERSONAL INFORMATION REQUESTED: Staff/teacher: name, email, Student: name, email, work/content, Other data: school

PRIVACY POLICY: <https://olna.com.au/privacy-policy/>

RISK ASSESSMENT: Consent

NAME OF PROVIDER: Rep.lit

TYPE OF SERVICE: Teaching and learning

PERSONAL INFORMATION REQUESTED: Staff/teacher: name, email Student: name, work/content, other data Other data: school

PRIVACY POLICY: <https://repl.it/site/privacy>

RISK ASSESSMENT: Consent

NAME OF PROVIDER: Revit

TYPE OF SERVICE: Teaching and learning. References & resources.

PERSONAL INFORMATION REQUESTED: Staff/teacher: name, email student: name, email, date of birth, work

PRIVACY POLICY: <https://www.autodesk.com/company/legal-notice-trademarks/privacy-statement>

<https://www.autodesk.com/company/legal-notice-trademarks/privacy-statement/childrens-privacy-statement>

RISK ASSESSMENT: Consent

NAME OF PROVIDER: SmartLab

TYPE OF SERVICE: Teaching and learning. Online literacy and numeracy diagnostic and teaching platform.

PERSONAL INFORMATION REQUESTED: Student: name, email other data: school, student username

PRIVACY POLICY: <https://www.mysmartlab.com.au/Home/PrivacyPolicy>

RISK ASSESSMENT: Consent

NAME OF PROVIDER: Stile

TYPE OF SERVICE: Teaching and Learning

PERSONAL INFORMATION REQUESTED: Student name, Student attendance, Student grade or performance data, Student work content, Student email, Student photos or videos, School name, Class details

PRIVACY POLICY: <https://stileeducation.com/other/privacy/>

RISK ASSESSMENT: Consent

NAME OF PROVIDER: Storyboard That

TYPE OF SERVICE: Literacy, Teaching and Learning

PERSONAL INFORMATION REQUESTED: Student name, student email, school, class details, school year and student.

PRIVACY POLICY: <https://www.storyboardthat.com/about/privacy>

RISK ASSESSMENT: Consent

NAME OF PROVIDER: The Language Gym

TYPE OF SERVICE: Online Language Learning Toolkit for teachers

PERSONAL INFORMATION REQUESTED: Student email

PRIVACY POLICY: <https://language-gym.com/privacy>

RISK ASSESSMENT: Consent

NAME OF PROVIDER: Tinkercad

TYPE OF SERVICE: Teaching and learning. References & resources. 3D modelling program

PERSONAL INFORMATION REQUESTED: Staff/teacher: name, email parent: other data

PRIVACY POLICY: <https://tinkercad.zendesk.com/hc/en-us/articles/360011519353-Tinkercad-Privacy-FAQ>

<https://www.autodesk.com/company/terms-of-use/en/general-terms>

RISK ASSESSMENT: Consent



BUNBURY SHS BRING YOUR OWN DEVICE (BYOD) PROGRAM

Bunbury Senior High School provides students with a learning environment that is inclusive, creative and challenging, and which recognises the significant role that technology can play in enhancing the teaching, learning and assessment processes.

The school is committed to ensuring that students develop the 21st century skills, knowledge and attitudes which will enable them to manage their lives in a rapidly changing, highly technological world. Through the curriculum, in all areas of the school, students learn to use relevant technology in positive and constructive ways to access, create and communicate information and ideas, solve problems and work collaboratively.

To guarantee that students have one-to-one device access and can be involved in 'anytime – anywhere' technological learning environments, the school employs a Bring Your Own Device (BYOD) model. BYOD is a parent-funded program in which students own and use their own device at school and at home.

Please see the below options that are available to parents.

PREFERRED OPTION:

Student laptops such as Acer or HP are available from most electronics providers. The minimum requirement is:

- Intel Core i3
- Windows 11
- 8 Gb RAM

Chromebook or Android devices **are not** supported on the school network.

* Please note: As students move into Senior School (Years 11-12), laptops are the preferred device.

ALTERNATIVE OPTION:

Winthrop have teamed with Bunbury SHS to offer Apple Products.

<https://sales.winaust.com.au/shop/bunburyshs>

Password: Kingia

- Apple iPad 11th Gen (Wi-Fi), 128GB storage (recommended). 256 GB is also available.
- STM Dux 0x for iPad
- AppleCare plan



FAQs

Will a keyboard and protective cover be needed for a tablet device *(tablet option only)*?

The use of an external keyboard is highly desirable, to increase screen space as well as making typing easier, so we are asking that a keyboard also be purchased with the device. A protective cover is needed to protect the device from damage.

Will students be allowed to have music and games on their device?

Yes. However, parents are strongly encouraged to monitor and manage the appropriateness of the games that are installed.

Can my child have their device taken from them?

Yes. If the student breaches the school network agreement rules, the device will be securely stored and parents will be advised to collect the device from the school at the end of the day.

How much time will the students use their device for during the school day?

This will change daily. With any learning experience, the teacher is best placed to decide which tool will be the most effective in meeting the intended learning outcome. BYOD are not intended to be a replacement or a substitute for any of the more conventional tools teachers have at their disposal. It is the school's belief that any well-rounded approach to education involves balanced access to a variety of tools. BYODs simply increase the number of tools at the teacher's disposal and are only used when they are the best tool for the job.

Senior school students will be required to have a device at all times. There is greater need to use a device to access course materials online. VET students

will require a device when attending their RTO.

Will my child's internet usage be monitored at school?

Yes. The school has an internet filtering system that aims to stop inappropriate material reaching the students. Students will continue to discuss cyber safety in classes.

What if my child forgets to bring their device to school?

There will be some replacement devices available for use on a restricted basis.

Can the BYOD be charged at school?

Not always. It is the students' responsibility to ensure that the device is fully charged when they come to school. The battery life is more than adequate to last the school day.

Will my child be required to do homework on the device?

Homework will be set at the discretion of the classroom teacher. There may be times when students will have the opportunity to complete projects that they have started at school. There will also be apps that they can use at home to aid their learning. Apps that are listed on our booklist will need to be purchased and downloaded onto the device before the start of the school year.

How do I see my child's work?

It is recognised that it is important for parents to be involved in all aspects of their child's work and parents are encouraged to regularly spend time with their child asking them to explain the work on the device. Parents must also have full access to both the device and their child's work.



FAQs

Should I be concerned about health issues?

Prolonged time in any position or activity is of concern. This includes sitting and writing, reading, sporting activities and excessive screen time. Student activities are managed in the planning and delivery of curriculum. In our timetable we have regular breaks and we use furniture that maintains good posture. As a rule of thumb, the 20/20/20 rule should apply: Every 20 minutes, look at something 20 feet (6m) away for a minimum of 20 seconds.

Will individual's devices be used by other students?

No. Only the owner of the device will be using it. There will be times where students will be working with groups and will need to share content. This will be done through wireless transfer of documents, photos, videos etc. Students without an device may be provided with a school device for the purpose of the lesson as determined by the classroom teacher.

What if the device is damaged, lost or stolen?

Parents need to ensure that the device is covered on their home insurance for home, school and in transit.

I am not confident with technology; how can I help my child?

Parents will have access to support through parent workshops and tutorials on our website.

How do we back up the device?

With the release of Office 365 and student access to cloud storage with OneDrive, parents and students will both receive assistance in regard to ensuring student work is backed-up.

What if we need technical assistance?

School staff have the skills to manage most issues that arise in the classroom on devices. Further assistance to issues will need to be explored by parents.





Inspiring *Self* Belief

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