BRING YOUR OWN DEVICE

EAGLE VALE
HIGH SCHOOL

Bring Your Own Device
(BYOD) 2020

INTRODUCTION

BYOD refers to our Bring Your Own Device program whereby students are strongly encouraged to bring a personal computer device that satisfies set specifications, capable of connecting to the school's wireless network to support their learning at school and at home.

These procedures applies to any student connecting a personal learning device to the Department of Education Wi-Fi network.

RATIONALE

Eagle Vale High School values the role of technology in personalising learning and developing 21st Century skills in students to prepare them for the world beyond school. The implementation of BYOD will take place during 2018 with Year 7 & 11 students to engage them in authentic learning experiences and supporting them in collaborating and researching in the classroom.

The Bring Your Own Device (BYOD) program at Eagle Vale High School will provide students with regular access to technology as an authentic tool for learning. Eagle Vale High School is committed to the principles of equity and will ensure that all students have regular access to technology devices and the same learning outcomes.

ACTIONS

- Students need to be aware of and read the Eagle Vale High School's BYOD procedures and DoE *Online Communication Services: Acceptable Usage for School Students* found at:

  https://www.det.nsw.edu.au/policies/general_man/general/accep_use/PD20020046.shtml

- Students and parents/guardians must read and understand these guidelines and sign the Student User Agreement before students will be permitted to connect a personal computer device to the school's wireless network services attached. If a student connects a device without a Student User Agreement they are in breach of the school rules and disciplinary action may be taken.

- The term device refers to any personal technology device students bring from home with the capability to connect to the Department of Education Wi-Fi network.

- Students can only use a personal technology device at school, with the knowledge and written approval of parent/guardian and Eagle Vale High School. The signing and return of EVHS BYOD User Agreement constitutes such knowledge and approval. Eagle Vale High School reserves the right to confiscate any unauthorised device. The school adopts this procedure, in order to maintain a safe and secure environment for students and staff.

- Students are to use the device for educational purposes whilst on school premises and/or connected to the school network. Activities such as downloading files not related to school work, playing computer games or watching movies is not permitted and contravenes the school's Student User Agreement.

- Eagle Vale High School reserves the right to inspect any device if the school has reasonable grounds to suspect that a device contains data which breaches the BYOD Student Agreement. Violations may result in the loss of the privilege to use the device at school and/or disciplinary action.

- Student bring their devices onto the school site at their own risk. The student MUST accept FULL responsibility for the care and use of their own device. In particular, the school does not accept responsibility for theft or loss of the device or its parts and accessories.

- In cases of malicious damage of a student's device, existing school policies and processes for damage to schools or another student's property apply.

STUDENT RESPONSIBILITIES

Students must take full responsibility for the care and maintenance of their own device. Eagle Vale High School is not responsible for the safety and security of the personal learning device. Students should:

- Label or engrave the device with the student's name and year group. The label should not be able to be easily removed or tampered with.

- Back up and store files securely. It is recommended that students back up their work with a portable hard drive or USB flash drive, which should also be labelled with the student's name, year and House.

- Ensure appropriate care of the device including the use of a protective case, costs of repair, replacement or any modifications required to use the device at school.

- Keep the device with them at all times and in their line of sight during class and break times, students are advised to secure the device in a protective carry case when travelling to and from school.

- Not loan their device to any other person.

- Manage battery life and regularly charge their device. Devices should be fully charged when brought to school.

- Maintain up-to-date anti-virus software and operating system on their device.

- Ensure that the operating system and all software on their device are legal and appropriately licensed.

- Not use any electronic device to record audio or video or take pictures of any student or staff member without their permission.

- Use the device appropriately. Cyber-bullying will not be tolerated. Students are not permitted to use technology to harass, threaten, humiliate, intimidate, annoy or threaten any member of the school community and breaches will be subject to normal school disciplinary procedures.

- Parents / carers should take insurance coverage for their device to protect from accidental damage, theft or loss.

TECHNICAL ASSISTANCE or ADVICE

- Eagle Vale High School is not obliged to provide hardware or technical support for personal devices. Basic assistance around connectivity to the wireless network will be provided when students make a connectivity appointment with the technical support available in the school library.

- Before connecting to the school network, students need to see technical support located in the library.

- The school cannot undertake to provide technical assistance to students for hardware and software problems that may arise with personal devices. If a personal device were to malfunction during a lesson, the student would be required to continue with classwork in a conventional manner.

- The student is responsible for ensuring that the required software and applications are installed on their device, as well as current anti-virus software and must continue to maintain the latest service packs, updates and anti- virus controls.

- The school's Wi-Fi network operates on the 802.11nGhz standard. Connection for devices that do not support this standard cannot be guaranteed.

SECURITY

System security is protected through the use of passwords. Failure to adequately protect or update passwords may compromise security and result in unauthorised access to files.

Any student identified as a security risk or proven to be an irresponsible user may be denied access to the network.

Students must follow these guidelines:

- Students should not share or reveal their passwords to another individual.

- Students should have strong passwords and suitable privacy controls.

- Students must log in under their own name and are not to use a device that has been logged in under another name.

- Students are responsible for installing appropriate anti-virus software and ensuring such software is updated on a regular basis.

- Ensure that the operating system and all software on their device are legally and appropriately licensed.

EQUITY

Students who are unable to bring their own device to school will have access to devices made available by Eagle Vale High School. In cases where students are unable to bring their own device the school will, where possible, provide access in the following ways:

- Laptops available for loan during lessons.

- Devices available for loan during recess and lunch in the library.

INTELLECTUAL PROPERTY and COPYRIGHT

Students must comply with all copyright standards. Students must not plagiarise, copy, transmit or download any copyright material without appropriate permissions.

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COMPUTER USE AGREEMENT

Students must read and sign the *Computer Use Agreement* in the company of a parent or caregiver.

I agree that I will abide by Eagle Vale High School's *Computer Use Agreement* and the NSW Department of Education's *Online Communication Services: Acceptable Usage for Students* Document and that:

- ✓ I will not disable settings for virus protection, spam and filtering that have been applied as a departmental standard.
- ✓ I will use school devices during school activities with the permission and direction of the teacher.
- ✓ 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 log off at the end of each session to ensure that nobody else can use my account.
- ✓ 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, link to, access or send anything that is offensive or pornographic, threatening, abusive or defamatory or considered to be bullying.
- ✓ I will report inappropriate behaviour and inappropriate material to my teacher.
- ✓ I will never plagiarise information and will observe appropriate copyright clearance, including acknowledging the author or source of any information used.
- ✓ 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 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 coverage.
- ✓ I have read the BYOD Student Responsibilities & BYOD Device Requirements document and agree to comply with the requirements.

Parent/Caregiver

I understand that my child will be responsible for abiding by the Eagle Vale High School's *Computer Use Agreement* and the NSW Department of Education's *Online Communication Services: Acceptable Usage for Students*. I have read and discussed these documents with my child and understand the responsibility they have in the use of their personal device.

Student Name		Year	
Student Signature		Date	

Parent Name		Mobile	
Parent Signature		Date	

Please complete and return this form to the school