**Bring your own device**

Jannali East Public School embraces student use of information technology in the belief that it enables students to learn in a multitude of different and powerful ways.

Jannali East PS

 Plan

**Jannali East
Public School**

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**Bring Your Own Device Plan**

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**Jannali East Public School**

**Bring Your Own Device (BYOD) Plan**

# Introduction

In order to extend student learning, students at Jannali East Public School are given the opportunity to bring their own technology device (laptop, netbook, iPad or iPad Mini) for use at school.

Before permission can be granted, parents and students wishing to participate in this program must agree to follow the JEPS BYOD Plan.

Parents are asked to read the plan carefully together with their child before signing and returning the *Bring Your Own Device (BYOD) Student and Parent/Caregiver User Agreement* (**BYOD Student User Agreement**) to their child’s class teacher.

# Strategy

The use of personal technology devices at Jannali East Public School will:

* deepen learning,
* be student-centred, and
* meet the expectations of teachers, students, parents and caregivers within the school.

The school network, software, web sites, and email have been implemented or selected with student education as the priority. Students are permitted to use their own technology devices for personal learning. However, all content stored on, or accessed from, the device must fit within the values of Jannali East Public School and this BYOD Plan.

To ensure the success of the BYOD Plan at Jannali East Public School, the school is committed to exploring and expanding opportunities and strategies for the use of personal devices and teaching material within the class room, and the professional development of teachers. Each student’s device will be integrated into class room lessons as part of both individual *and* collaborative activities (although the devices may not be used every day).

The BYOD Plan will be subject to regular reviews by the Principal and staff in consultation with the School Council and the school community.

# Key principles

## BYOD provides an effective process that allows schools and the Department of Education and Communities’ (DEC) to efficiently incorporate student-owned devices into our digital learning environment while securing and protecting school and DEC infrastructure and data.

## Access to DEC’s Wi-Fi network, including the Internet, will be made available to stage 3 students (years 5 and 6 only) who bring their own devices to school for learning.

## Internet access through DEC’s Wi-Fi network will be provided on departmental sites at no cost to students who are enrolled in NSW public schools.

# Equity

## We are committed to our obligations as a public education institution to deliver the same learning opportunities to all our students, no matter their family’s financial means.

## All Stage 3 students will be offered the opportunity to bring their own device.

## Students who do not bring their own device will have access to a school owned device. School owned devices will not go home with the student.

# BYOD Student User Agreement

## Prior to connecting their devices to DEC’s Wi-Fi network, students must return a BYOD Student User Agreement to the School, signed by the student and by his or her parent/caregiver.

## By accepting the terms of the BYOD Student User Agreement, the student and parents/caregivers acknowledge that the student:

* + agrees to comply with the school’s BYOD Plan; and
	+ understands that non-compliance with this Plan may result in disciplinary action.

# Student responsibilities

## All students using school or BYOD devices are required to use their device in an acceptable manner (see section 7 below) within the context of the school, and the home, and are responsible for their own actions.

## Students must be careful and respectful when using school or BYOD devices. Students are ‘cyber-smart’ and should take reasonable precautions to avoid online dangers, as outlined on the Cybersmart website [www.cybersmart.gov.au](http://www.cybersmart.gov.au).

## Students must follow their teacher’s directions whilst using their devices in the classroom or at school. Should a student choose not to comply with these expectations of usage / behaviour, the school’s discipline procedures will apply, plus access to DEC’s network may be removed for a period.

# Acceptable use of devices

## The Principal determines what is, and is not, appropriate use of devices at the school within the terms of the BYOD Plan, the BYOD Student User Agreement, the school rules (including school disciplinary procedure), DEC’s policies, and of NSW privacy and other legislation.

## The consequences of any breaches of the school’s BYOD Plan will be determined by the Principal in accordance with relevant DEC policies and procedures and accepted school practice.

## Students who bring their own devices to school or are using school devices will be held personally responsible for the correct / appropriate use of the device. Students will not be able to use devices during school breaks and/or in the playground unless given permission by a teacher.

## Students must comply with departmental and school policies concerning the use of devices at school while connected to DEC’s Wi-Fi network, including DEC’s policy Online Communication Services: Acceptable Usage for School Students.

## Students are not to connect their device to other wired, wireless or cellular networks (3G, 4G, etc), or to a mobile phone / ‘hotspot’, whilst at school.

## Students should not attach any school-owned equipment to their mobile devices without the permission of the school principal or an appropriate staff member.

## Students must not create, transmit, retransmit or participate in the circulation of content on their devices that attempts to undermine, hack or bypass any hardware and software security mechanisms that have been implemented by DEC or the school.

## Students must not copy, transmit or retransmit any material that is protected by copyright, without prior permission from the copyright owner.

## Students must not take photos or make video or audio recordings of any individual or group without the written permission of each individual (including parent/caregiver consent for students) being recorded and the permission of an appropriate staff member being given.

## For BYOD devices, other apps/programs are allowed to be installed, although the school reserves the right to request having certain apps/programs removed that are deemed inappropriate for a school environment. The school may withdraw the right for the device to be brought to school where the apps/programs deemed inappropriate for a school environment are not removed.

## Students must not use DEC’s network services to seek out, access, store or send any material of an offensive, obscene, pornographic, threatening, abusive, defamatory or bullying nature is prohibited. Such use may result in disciplinary and/or legal action.

## Students and their parents/caregivers are advised that activity on the internet is recorded and that these records may be used in investigations, court proceedings or for other legal reasons.

# Long-term care and support of devices

## Students and their parents/caregivers are solely responsible for the care and maintenance of their devices.

## Students are responsible for backing up all electronic data and resources used for school coursework securely on a separate device.

## Students must have the latest approved operating system and current antivirus software, if applicable, installed on their device and must continue to maintain the latest service packs, updates and antivirus definitions.

## Students are responsible for ensuring the operating system and all software on their device is legally and appropriately licensed.

## Students are responsible for managing the battery life of their device. Students should ensure that their devices are fully charged before bringing them to school.

## Students are responsible for securing and protecting their device in schools, and while travelling to and from school. This includes protective/carry cases and exercising common sense when storing the device.

## Devices brought from home for use at school must have a protective case that minimizes damage in daily use. The school is happy to show parents cases used at school which offer high levels of protection.

## Devices brought to school from home will have installed a list of the school’s nominated “core learning apps and programs” at parents’/carers’ expense, not the school’s. A list of these apps and programs will be made available. Students will ensure their “core learning programs and apps” are installed and always updated. Most apps and programs currently used on school-owned devices are free of charge. The introduction of Google Apps for Education and Office 365 as a part of the student portal will minimize the need for paid programs and apps.

## Students should clearly label their device for identification purposes. Labels should not be easily removable.

## Students are not to bring peripheral equipment (including power chargers, charging cables, adapters) to school with their device.

# Damage and loss

## Students bring their own device for use at Jannali East Public School at their own risk.

## The school does not accept responsibility for any damage, theft or loss of any device (or any data stored on the device or any peripheral equipment) brought to school.

## Student devices are not covered by the school. Insurance is the responsibility of parents/caregivers and students.

## Parents/caregivers may wish to communicate with their insurance company and determine whether appropriate cover is provided, as BYOD devices are not covered under NSW Government insurances.

# Devices

## At Jannali East Public School in 2015, BYOD refers to an iPad, iPad Mini, laptop or netbook, as the “device”, and does not refer to a mobile phone.

## Students are encouraged to bring their device every school day as directed by the teacher.

## The device must meet all the requirements of the Device Specification (available separately).

# Technical support

## Schools are under no obligation to provide technical support for hardware or software. Participating students understand that the school will not provide technical support for devices brought from home. Teachers will, however, help where they can.

## In the case of a BYOD device causing issues with DEC’s Wi-fi network, the school reserves the right to limit network access until the situation is rectified.

# Further information

## For further information, or should you have any questions, about the BYOD Plan, please contact the Principal or the Computer Co-ordinator through the School office:

## Jannali East Public School500 Box Road,Jannali NSW 2226Telephone9528 8101Emailjannalie-p.school@det.nsw.edu.au

**BRING YOUR OWN DEVICE (BYOD) STUDENT AND PARENT/CAREGIVER USER AGREEMENT (****SUA)**

**Student**

I, ……………………………………………. [student name] in class ……………. agree that I will follow Jannali East Public School’s **BYOD Plan** and that:

❒ I will only use my device during **school activities** as instructed by my teacher.

❒ I will **turn off** the device when asked to by my teacher.

❒ I will **look after my device**, and I will take my device home each night.

❒ I will not take my device into the **playground** (unless my teacher gives me permission).

❒ I will only use the **school’s Wi-Fi network** for learning. I will not connect to other networks.

❒ I will only use my own **username / password** and will never share them with others.

❒ I will not take **photos, videos or sound recordings** of other students or staff (unless my teacher gives me permission). I will not transmit, share, or post any photos, videos or sound recordings taken at school without my teacher’s permission.

❒ I will stay Cybersmart by not giving my **personal information**, staff information or other student’s information to strangers.

❒ I acknowledge that the school is not responsible for any **damage** to, or **theft** of, my device.

❒ I will not hack or bypass any **hardware and software security** implemented by the department or my school.

❒ I will **properly use** my device, and not knowingly search for, link to, access or send anything that is against the law, offensive, pornographic, threatening, abusive, defamatory or considered to be bullying.

❒ 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, or for other legal reasons.

❒ I will not attach any school-owned **equipment** to my mobile device.

❒ If I break any **school rules** or the rules about using my device, I may not be allowed to use the device at school, not be allowed to access the wireless network, or there may be other disciplinary action.

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| --- | --- | --- |
|  |  |  |
| Student’s signature |  | Parent’s/Caregiver’s signature |

**BRING YOUR OWN DEVICE (BYOD) STUDENT AND PARENT/CAREGIVER USER AGREEMENT
(CONTINUED)**

**Parent / Caregiver**

I, ……………………………………………. [parent’s/caregiver’s name] give permission for my child ……………………………………………. [student name] in class ……………. to bring the following device to Jannali East Public School each day:

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Device |  | Serial Number |

and as a parent / caregiver I understand that:

❒ my child will be responsible for following the Student User Agreement (over the page), and I have read and discussed the Agreement with her / him, and she / he understands the responsibilities she / he has; and

❒ I will comply with Jannali East Public School’s BYOD Plan.

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Parent’s/Caregiver’s signature |  | Date |

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Parent’s/Caregiver’s signature |  | Date |