



Bring Your Own Device

Dear parent / carer

Following a pilot Bring Your Own Device (BYOD) program, which commenced in 2015, and as part of our strong and ongoing commitment to 21st Century teaching and learning excellence, East Hills Boys High is continuing to use BYOD across the whole school. The BYOD program aims to improve student learning and experiences both in and out of the classroom

BYOD devices must meet certain specifications to connect to the school's DoE wireless network. The document provided on *Device Specifications*, provides details of specifications required for a device to connect to the school's wireless network.

Before students can bring their device to school, both the student and their parents or carers must read the ***BYOD Student Agreement*** and sign to indicate acceptance of the terms of the ***BYOD Student Agreement***. Students will not be permitted to bring their own device for use at school if the signed agreement has not been returned.

Rationale

East Hills Boys High School recognises the need to prepare students for a rapidly-changing world, where technology will play a large role in their personal, social and professional lives. BYOD (Bring your own device) allows students to bring their own devices to school to enhance learning.

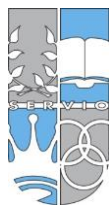
There are different models of BYOD. East Hills Boys High School has chosen a BYOD model that will meet the needs of most families. East Hills Boys High School students will be asked to bring their own **laptop** to school.

The laptop can be a Windows laptop or a Chrome OS / Chromebook laptop

The laptop must be able to connect to the DoE's wireless network and have specific software installed:

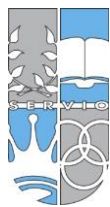
Devices other than Chrome books must have software/apps that allow for:

Internet browsing (eg. Internet Explorer, Chrome, Safari)



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Mandatory Device Specifications	
Wireless Compatibility	<p>Device MUST have 5GHz 802.11n support or better This may be advertised as “Dual Band Wireless”, “802.11 a\b\g\n” or “802.11 ac\b\g\n” Note: Devices marketed as “802.11b\g\n” DO NOT support the schools 5GHz Wi-Fi network.</p>
Form Factor	<p>Laptop / Chromebook. It is recommended that the device have a physical keyboard. A mobile phone is not an acceptable device (While at times student may use their mobile phone to look things up they are not considered large enough to work on in a sustained manner).</p>
Storage Space	<p>Most new devices will meet the needs of students. Students have the option to utilise cloud based storage for their work so that they can access it from all locations and devices. We suggest no smaller than Minimum 16Gb storage on a Chromebook. Minimum 64Gb storage on a windows device</p>
Operating System	<p>Microsoft Windows 10 or newer Apple MacOS X Google Chrome OS Note: Chrome is the operating system on the Chromebooks. This OS does NOT run or install any of the Microsoft products locally. Instead, it provides access to a range of applications that work from the Chrome browser, eg Google Apps, Microsoft Office 365. This software can open and edit Microsoft and Adobe documents.</p>
Battery Life	<p>Recommended battery life of at least six hours Note: There are no facilities to charge laptops in classrooms. Note: Over the life of a computer the battery life will most likely reduce, which may impact of the effective use of the device over time. The purchasing of another battery may be needed if this happens.</p>
Recommended Device Specifications	
Maximum Weight	<p>Up to 2kg is suggested as students will be carrying the device to and from school.</p>
Minimum RAM	<p>4GB to ensure that the computer will run applications effectively.</p>
Disk Configuration	<p>Solid State Disks (SSD) operate faster and may provide extended battery life. It is also more stable in its operation when moved around.</p>
Protective Cover/Case	<p>Students usually carry a laptop in their school bag. If the bag is dropped or handled harshly it is important that the computer is buffered from damage. A hard cover or a case containing memory foam for added protection is essential. Some parents have bought back packs that have dedicated protection pouches</p>
Accidental Loss and Breakage insurance	<p>Insurance: You can purchase devices with insurance to include loss and accidental damage. If you do this it will add an extra cost to the device. Warranty: Devices can be purchased with different warranties. The things to consider here are. The length and type of warranty. Length of Warranty: We are expecting the student to have the device for at least three years. If the Warranty is for one or two years and it fails that will result in further cost to replace the device.</p>



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Software Specifications:

- Students will have access to both Microsoft Office 365 and Google Apps for free. Both Microsoft 365 and Google Apps are linked to students' DoE portal automatically so they can quickly access both Google Apps and Microsoft Office 365.
- Both Microsoft Office 365 and Google Apps provides the ability to create, store, share and work collaboratively on documents, presentations, spreadsheets, drawings and simple databases, (forms) for free. This works 'in the cloud' and work can be shared across a variety of devices and operating systems.
- **Students can also install Microsoft Office 365 on their devices for offline access, if they require it, at any time, from home on compatible devices.**
- The Adobe Creative Suite includes software for developing online application, graphics, music, web design etc. Adobe has offered a free student version of their software that can be downloaded onto a BYOD device. If students need access high end levels of software they will utilise the specialist technology spaces within the school.
- The Adobe Creative Suite cannot be installed on Chromebooks at this time and it is suggested that you purchase a higher end device if this is required.
- **Active antivirus software should be installed on devices.**

Expectations of Technology Staff

The Tech support team in the school will deal *exclusively* with connection issues involving the Wireless network.

Before students bring their devices to school, they will be required to sign a BYOD Student Agreement that sets out how the device can be used at school.

How will these devices be used in the classroom?

Students will use their devices for a variety of activities which will vary from class to class. Activities may include (but are not limited to): complete class activities, produce class notes, access on-line homework, collaborate in real time, research for projects, access websites with curriculum-related content and generate assessment tasks and assignments.

BYOD Student Responsibilities

Operating system and anti-virus:

Students must ensure they have a legal and licensed version of a supported operating system and of software. If applicable, students' devices must be equipped with anti-virus software.

School Wi-Fi network connection only:

Student devices are only permitted to connect to the school's Wi-Fi network while at school. Connecting to portable hotspots or rogue networks is not allowed at any time.

Battery life and charging:

Students must ensure they bring their device to school fully charged for the entire school day. *No charging equipment will be supplied by the school.*



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Theft and damage:

Students are responsible for securing and protecting their devices at school. *Any loss or damage to a device is not the responsibility of the school or the Department.*

Confiscation:

Students' devices may be confiscated if the school has reasonable grounds to suspect that a device contains data which breaches the BYOD Student Agreement or is being used in a manner that is inappropriate.

Maintenance and support:

Students are solely responsible for the maintenance and upkeep of their devices.

Ergonomics:

Students should ensure they are comfortable using their device during the school day particularly in relation to screen size, sturdy keyboard etc.

Data back-up:

Students are responsible for backing-up their own data and should ensure this is done regularly.

Insurance/warranty:

Students and their parents/caregivers are responsible for arranging their own insurance and should be aware of the warranty conditions for the device.



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EAST HILLS BOYS HIGH SCHOOL BRING YOUR OWN DEVICE (BYOD) STUDENT AGREEMENT

Students must read and sign the BYOD Student Agreement in the company of a parent or caregiver unless otherwise directed by the principal. This page is to be signed and returned to the school office. By signing at the bottom of this page students agree to the following behaviours:

I agree that I will abide by the school's BYOD policy and that:

- I will use the school's Wi-Fi network for learning.
- I will use my device during school activities at the direction of the teacher.
- I will bring my device fully charged each school day.
- I will not attach any school-owned equipment to my mobile device without the permission of the school.
- 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 my own device to knowingly search for, link to, access or send anything that is:
 - offensive
 - pornographic
 - threatening
 - abusive or
 - defamatory
 - considered to be bullying.
 - criminal / illegal
- I understand that inappropriate use of my device will result in confiscation of my device and disciplinary action.
- I understand that any teacher has the right to inspect and confiscate a device if there are suspected violations of the East Hills Boys High School BYOD policy.
- 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 acknowledge that the school cannot be held responsible for any damage to, or theft of my device.

