

BRING YOUR OWN DEVICE - POLICY & AGREEMENT 2017

Bremer State 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 students' and school's point of view are prime concerns as is the impact on school resources. Consequently, the following policy has been established.

Agreement Document: Student Personal Device Use (BYOD Policy)

I have read the BYOD policy regarding the use of personally owned devices on the school network and agree to abide by the terms and conditions contained therein. Further, I understand that if there is a breach of the agreement, I risk having this privilege withdrawn and any further action in line with the school's Behaviour Management Policy.

Student Name	Student Signature
Parent/Guardian Name	Parent/Guardian Signature
Date	Login
School Principal Signature (or delegate)	AV software checked by: (IT Use Only)

BRING YOUR OWN DEVICE (BYOD) POLICY

Personal devices (*Windows OS*) may be used at school by approved students in the 2016 BYOD program. Personally owned devices can only be used at school with the knowledge and written approval of the parent/guardian and principal of Bremer SHS. Signing of the agreement above constitutes such knowledge and approval. A copy of the signed agreement should be stored in the Student Diary.

Devices connected to the school network must be running anti-virus software with up-to-date virus definitions. There are many free options available including AVG Free or Avast.

The student (including parent/guardian) accepts FULL responsibility for the care and use of their own device. In particular, the school does not accept responsibility for damage, theft or loss of the device, data or parts/accessories. Families should check the details of their personal insurance coverage for events such as loss/damage. Unless specifically stated Home and Contents insurance does not cover a device against accidental damage or theft when outside the home. There is risk associated with bringing a device to school and it is highly recommended that parents consider electing to purchase a suitable insurance option as part of their Home and Contents package. Under no circumstances are students to leave a device unattended and the following guidelines have been developed to protect students.

The device will only have access to the school's wireless network. Students will still be bound by the EQ Acceptable Usage policy and Behaviour Management policy. Via the wireless



network students will have access to the school's intranet, filtered internet, webmail and standard student drives.

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 strictly prohibited.

The use of a device at particular times in individual lessons is at the discretion of the classroom 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 device which are not relevant to their current work/learning. In the event of students using their device inappropriately, the teacher may require the student to close down the computer and continue working via other means. Where there is reasonable suspicion that material contrary to the school behaviour management policy is being brought to school on the device, the school reserves the right to temporarily remove the computer and institute a search for such material. In circumstances where the device becomes a behaviour issue or interferes with a productive learning environment, the school may confiscate the device and ask a parent/guardian to collect within a reasonable time. **The temporary removal of student property will be carried out in accordance with DET policy.** (<http://ppr.det.qld.gov.au/education/management/Pages/Temporary-Removal-of-Student-Property-by-School-Staff.aspx>)

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 it. 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. Batteries are considered a consumable device and do deteriorate over time. If the device is purchased privately then typically it has a one year warranty and will most likely require a replacement battery before it reaches three years of use.

The school cannot undertake to provide technical assistance for hardware or software problems that may occur with devices. Such assistance remains the personal responsibility of the student as a private matter. If the device malfunctions during a lesson, the student is required to continue with their learning promptly in a conventional manner. The student is to ensure that any software or application required is already installed on their device. The school is unable to supply or install software due to licensing restrictions.

Students are encouraged to perform regular backups of their files. The importance of current work will often determine back up frequency.

Printing of documents from student devices will be done through the school print management system. Printing costs will be charged at standard student prices.

The school reserves the right to modify this agreement and/or withdraw the BYOD program as technical issues arise, or circumstances and school management issues arise.