



Alexandria Park Community School

'Bring Your Own Device' BYOD Policy

Rationale

The centrally driven and supported model for the supply of technology resources in education is no longer a model which can meet the demands of teachers and students. Alexandria Park Community School values the rich learning experiences that a tightly integrated interaction with technology brings. The promotion and advancement of this integration is core to the school's educational philosophies.

By facilitating Bring Your Own Device (BYOD), Alexandria Park Community School empowers its students and gives them direct involvement in the way they use technology in their learning. At the same time, BYOD enables teachers to build on their experiences in the previous centrally-delivered model and adapt to this new heterogeneous BYOD environment without losing the core technological capabilities on which they have been able to rely.

References

- i. Cyber Safety Policy
- ii. Device specification
- iii. Discipline Policy
- iv. BYOD Student agreement
- v. Department of Education policy - *Student use of digital devices and online services* (PD/2020/0471/V01)

Objectives

1. To facilitate and promote the bringing of a computing device to school by *all* students in for use in their education.
2. To provide a safe environment for students to further Objective 1.
3. To ensure a minimum standard of device compatibility.
4. To enable students to use technology to further their learning, independently and in structured lessons.
5. To provide a basis on which Alexandria Park Community School teachers can continue to tailor lesson delivery so that students can use their devices in class toward specific learning outcomes.

Actions

(A) Students and Parents/Carers

- All students are expected to bring a computing device to school each day.
- This device must be:
 - A personal device of student's own choosing and ownership which meets the **Device Specification**.
- The personal device must be able to be brought to school on each and every school day and be solely the student's to use throughout the school day.
- Students and Parents are responsible for ensuring the device brought to school meets all the requirements of the **Device Specification**. A device which does not meet the Specification will not be permitted access to school networks and services.
- Students requiring the use of an alternate device, for medical or therapeutic reasons, which does not meet the Device Specification must apply for and receive an exemption from the Specification before bring such a device. The application should state the reason for the request for exemption.
- Prior to bringing a personal device for the first time, students and their parents must read and sign the **BYOD Student Agreement** which sets out the responsibilities and expectations for use of the personal device at Alexandria Park Community School.

(B) Students must use their device in accordance with the school's Cyber Safety Policy, the Department of Education policy *Student use of digital devices and online services* (PD/2020/0471/V01) and the **BYOD Student Agreement**.

- Students must follow teachers' directions as to appropriate use of their devices in class.
- Each student is absolutely and solely responsible for the care and conduct of his own personal device whilst:
 - at school or at other school activities
 - traveling to and from school or to and from other school activities
- Students must connect their device to the designated wireless data network supplied by Alexandria Park Community School using their own, individual user account credentials only. Students must not connect to any other network, wired, wireless or cellular. Students must not bridge the Alexandria Park Community School designated network to any other network.

(B) Teachers

- Teachers should encourage and facilitate the use of students' devices in their classes where they deem appropriate. Use of students' own devices in class is, however, at the sole discretion of the teacher.
- Teachers should follow standard discipline procedures in case a student fails to bring their device, in the same manner as if a student fails to bring any other required material to class.

(C) Alexandria Park Community School

Alexandria Park Community School will:

- Maintain a **BYOD Equity Policy** to ensure all students, no matter their family's financial means, have access to the computing resources, inside and outside of class time, that are required by their coursework.
- Provide a **BYOD Student Responsibility** outlining the responsibilities and expectations of each student and their families in the BYOD program.
- Ensure a copy of the **BYOD Student Agreement** is signed by each student and their parents prior to allowing the student's device to be brought to school.
- Provide details for recommended devices to support purchasing of a device that meet Alexandria Park Community School BYOD specifications.
- Provide **Device Specification** that describes the requirements for devices brought to school pursuant to the BYOD program. This Device Specification may include requirements for devices specifications that go to:
 - Size or form factor
 - Network connectivity
 - Operating system and standard software
 - Input method
 - Security measures
 - Battery runtime
 - Other device feature or software requirements determined by the school
- Provide a wireless network with filtered Internet connection to which students may connect their BYOD program device.
- Provide support to assist students with first bringing their device to school and establishing network connectivity with the BYOD program device.
- Accept no responsibility for loss or damage to, or for maintenance or repair required on a student's own device through any act or omission resulting from the negligence or otherwise of the school, a member of the school staff or of another student.
- Should a student's device fail to meet a requirement of the **Device Specification**, the school will not facilitate the student's access to any network or school services. The school may direct a student to cease bringing a device to school which does not meet all the requirements of the Device Specification.

Key Terms: Student Use of Digital devices and Online Services Policy

Bring your own device is an optional program where parents and carers can provide personal digital devices for use at school. Any decision to adopt a bring your own device program is made by the principal in consultation with a school community. All digital devices used in schools are covered by the *Student Use of Digital Devices and Online Services policy*. Schools retain discretion to determine the specifications of personal devices to be used at school.

Digital citizenship refers to the skills and knowledge a person needs to effectively use digital technologies in a positive way so they can participate in society, communicate with others, and create and consume digital content.

Digital devices are electronic devices that can receive, store, process and share digital information and connect to applications (apps), websites and other online services. They include desktop computers, laptops, tablets, smartwatches, smartphones and other devices.

Digital literacy is the set of social, emotional and technological skills and competencies that people need to understand to use digital devices and online services, and to expand their opportunities for education, employment and social participation, including entertainment.

Educational purpose is any use approved by school staff that supports student learning, wellbeing and educational outcomes.

General capabilities are the broad collection of knowledge, skills, behaviours and dispositions described within the Australian curriculum and NSW syllabus.

Image-based abuse occurs when intimate, nude or sexual images are distributed, or threatened to be distributed, without the consent of those pictured. This includes real, altered and drawn pictures and videos. This is a crime in NSW.

Online bullying involves using technology such as the internet or mobile devices to bully someone. Bullying behaviour has three key features. It involves the intentional misuse of power in a relationship. It is ongoing and repeated, and it involves behaviours that can cause harm. Bullying behaviour can also involve intimidation, victimisation and harassment, including that based on sex, race, religion, disability, or sexual orientation.

Online safety is the safe, responsible and respectful use of digital media, devices, other technology and online services.

Online services are any software, website or application that can gather, process or communicate information. This includes digital classrooms, chat and messaging, online games, virtual reality, social media and other online spaces.

Reasonable adjustment is a measure or action taken to assist a student with disability to participate in education and training on the same basis as other students.

School-related settings include school grounds, school-related activities and outside of school where there is a clear and close connection between the school and the conduct of students. This connection may exist in situations where: there is discussion about school taking place outside of school hours; a student is wearing their school uniform but is not on school premises; a relationship between parties commenced at school; students are online in digital classrooms; and where online contact has flow on consequences at school and duty of care requires the school to respond once an incident is reported.

School staff refers to school personnel who have some level of responsibility for implementing policy and the school digital devices and online service procedure. This includes principals, senior staff, teachers, non-teaching staff, school administrative staff, volunteers and contracted staff engaged by schools.