

Mount Evelyn Primary School BYOD Program

At Mount Evelyn Primary School we provide a rich and diverse curriculum for students that is engaging and comprehensive. We aim to equip students with skills and knowledge that will allow them to fully participate in a world being transformed by technology. We have a responsibility to ensure our students develop a high level of digital literacy and become confident and safe users of technology.

Research by the Victorian Department of Education in 2011 found that effective use of an iPad can support learning by increasing independent and self-initiated learning amongst students and improving motivation and active engagement. Technology can be used as 'a powerful tool in the teaching and learning toolkit and can enhance learning in just about any learning context.'

To support and enhance the learning of Level 5 and 6 students, we have introduced a Bring Your Own Device (BYOD) Program. We envisage students using their devices for a wide range of learning activities, including but not limited to:

- Researching topics and concepts being covered in class
- Developing strong critical thinking skills through the use of multiple sources of information
- Learning about cyber safety and being a good digital citizen
- Accessing, exploring, creating, sharing and reflecting on their learning using a range of media and skills including animation, concept and mind mapping, digital video and image creation, drawing and painting, interactive curricular resources, logic and problem-solving, coding and game-making, presentation and multimedia tools, and sound and music making.

When purchasing a device for use at school, families are encouraged to select iPads or Windows-based devices. We will, however, endeavour to support a range of technology. We understand that some families may choose not to participate in this program, so a limited number of iPads and laptops are available at school to be shared amongst the classes.

In addition to the Digital Technologies Acceptable Use Agreement, there are specific requirements for students/families participating in the BYOD Program. This BYOD Program Acceptable Use Agreement applies for the duration of the time your child participates in the program.

Please read the information attached, discuss with your child then return the signed form to your child's teacher

STUDENT SECTION

- I have read the Mount Evelyn Primary School BYOD Program Acceptable Use Agreement and have talked about the expectations with my family.
- I agree to follow these expectations and speak with a teacher if unsure of my responsibilities.
- I understand that I may not be able to access digital technology at school if I do not act responsibly.

.....
Student Name

.....
Student Signature

.....
Date

PARENT/GUARDIAN SECTION

- I have read the Mount Evelyn Primary School BYOD Program Acceptable Use Agreement and give permission for my child to participate.
- I understand that the school's insurance will not cover any damages to my child's device.
- I acknowledge that failure to follow this agreement may result in my child having his/her privileges suspended or revoked.
- I agree to contact the school if there is anything here that I do not understand, or if there is a situation which concerns me.

.....
Parent/Guardian Name

.....
Parent/Guardian Signature

.....
Date

BYOD Program Acceptable Use Agreement

Ownership of Device and Digital Content

The device is owned by the family/student but is made available for use as part of the school learning program. Families/students should be aware that files stored on the device are private but may be publicly accessed as part of learning programs. Additionally, staff may access any digital content on the device including but not limited to Apps, software, photos, files stored on Google Drive and other accounts, log files and internet history.

We understand that some families may choose to use the device for personal work outside of school hours. For this reason it is strongly recommended that security restrictions, passwords and personal logins/accounts be utilised wherever possible for personal usage.

Accounts set up by the school for the purpose of learning are not to be used for personal interests.

School Responsibilities

The school will:

- Provide lockable storage facilities for students to store their devices during school hours
- Educate students about how to use technology safely and responsibly for educational purposes
- Supervise students whilst they use technology during school hours
- Integrate the use of digital technology to support student learning
- Provide technical support to connect the device to the school network, internet and other digital technologies
- Set up and manage school-based accounts for Google and other Apps/software used for learning
- Provide information about the purchase, installation and use of standard software programs and applications required for learning
- Investigate the suitability of applications, software and websites for use in an educational setting prior to recommending to families
- Try to minimise costs associated with the purchase of applications, software and other digital technologies
- Communicate with parents/guardians if issues arise

Support will not be provided for:

- Connecting to home networks, internet, printers or other devices
- Personal accounts and settings
- Hardware and software issues

Parent/Guardian Responsibilities

Parents/guardians should:

- Set up security settings on devices as required and ensure the device has appropriate virus protection
- Create and maintain personal accounts as required for the purpose of obtaining Apps/software (eg. iTunes account)
- Purchase, install and manage all software/Apps for the device at home (students are not permitted to do this at school)
- Ensure all digital content on the device is appropriate for the child's access (eg. Apps such as Facebook that have a '13 years old +' rating should not be installed, unless recommended by the school)
- Set up home routines that ensure safe and responsible use of technology (eg. limit the amount of time that children use technology, have a family or common area for use rather than in a bedroom, supervise use and discuss with your child what to do if they feel unsafe with digital content)
- Investigate insurance cover for your child's device. Like all personal items brought to school, **the school has no liability for damage or loss of any personal items brought to school and our insurance does not cover any damages or loss.** We strongly recommend that families cover devices under their own insurance and that a protective cover be used to protect devices.

Student Responsibilities

Students are expected to:

- Use technology safely and responsibly for educational purposes according to the Digital Technologies Acceptable Use Agreement
- Follow teacher directions when using technology
- Use school-related logins wherever possible
- Bring devices to school fully charged every day (charging is not permitted at school) and with the required Apps/software installed (downloading and installing Apps/software is not permitted at school)
- Store and back up data securely
- Carry their device safely and in an appropriate protective case at all times
- Be responsible for all information and content on the device
- Store the device in the provided lockable storage during school hours when not in use and ensure that it is kept in a safe place at other times (eg. not left on the floor, a chair or outdoors)
- Seek teacher permission before taking devices outside the classroom (in general, devices are not to be used at recess, lunchtime or during wet day timetable times, and should not be used before or after school unless supervised by a staff member or arrangements have been made between teachers and parents)