1 What is BYOD?

BYOD (Bring Your Own Device) is an educational program where students are able to bring a personal electronic device to school to support their learning for school-related purposes.

2 What will be provided by Glendore Public School?

The school will provide access to a filtered Wi-Fi internet service. The Department of Education supplies a variety of software including Microsoft Office 365 suite and Adobe Creative Suite. Along with this is a wide array of cloud based solutions including Google Apps, Microsoft Cloud services and cloud based file storage. Due to the variety of devices able to brought to school, the school will only offer limited technical support (see below).

3 Who pays for the technology brought to school?

BYOD devices are purchased by, and remain the property of, the family.

4 What types of computing devices may my child bring to school?

Students may bring suitable devices such as laptops and netbooks. Tablets may be used, but should be protected by Bluetooth-enabled keyboard cases and have access to either expandable or online storage, due to their restricted data entry capabilities.

5 What will happen if my child cannot bring their own device to school? What about equity?

GPS has nearly 450 devices allocated across stages. Teachers may book devices to support lessons that require access to technology. Should the school be in possession of any out-of-warranty, school-owned devices, these may be loaded for a set period. A bond will apply. All enquiries are to be made to the Principal. At this stage, there are no such devices available. However, the school's community will be advised from the beginning of 2021 and each term, should devices become available.

6 Can my child use a mobile phone/smartphone as their BYOD?

No, as the NSW Department of Education has limited the use of this style of device in all of its primary schools. See: https://education.nsw.gov.au/about-us/strategies-and-reports/our-reports-and-reviews/mobile-devices-in-schools. There are many reasons to not use mobile phones as a learning device at school, which include:

- poor screen size for extended periods of learning
- a poor tool for extended typing, research, learning applications
- ease of distraction by games, texts, social media
- increased chance of disruption to teaching and learning
- greater access to take/disseminate photos and send messages, cheating, cyber-bullying
- possible inequity with some students being unable to afford a smartphone
- a mobile phone is often not the best tool for the task

7 Is permission required before a student brings their device to school and accesses Wi-Fi?

Yes, this form will be issued and expected to be signed as part of all new enrolment process from 2019. All existing 2020, Year 4-6 students will be issued with this from in Week 1, Term One, 2021.

8 How will theft, loss, or damage of a personally owned device be handled in a school?

The guidelines for the BYOD program specifically address the risk of students bringing their own devices to school. The school is not responsible for lost, stolen, or damaged devices. Personal devices are brought to school entirely at the risk of each student. Devices will be secured in classes during lunch and recess, but should not remain at school overnight and/or over weekends. Families should consider arranging personal effects insurance via their housing contents policy to cover accidental damage. Wilful damage will be dealt with under the school's discipline code.

9 Will I need to have Internet access at home?

It is extremely helpful to have Internet access (wired or wireless) at home in order for a child to make full use of school resources from home, as well the multitude of resources available on the Internet. There are many providers of free Wi-Fi in the community that students could use to access the internet outside of school hours. Please be aware that these connections do not provide access to a filtered internet experience as experienced on the school's network. Local libraries, shopping centres and also some hospitality industries also offer access to Wi-Fi.

10 Will the wireless access be filtered?

The wireless internet access available to students is a filtered service provided by the Department of Education. As students may not have mobile phones on their person during school times, connection via 3G, 4G or future 5G connections will not be permissible and therefore, bypassing the DoE's Internet filtering will be possible. Mobile phone tethering at Glendore is not permitted by the school.

11 Is there technical assistance to access the wireless network or with using BYOD devices?

Technical assistance will available to show families how to connect to the school's Wi-Fi network via its websites and social media presence online. At the beginning of each year at the Parent/Teacher 'Meet & Greet', a *Genius Bar* to assist with connecting Mac OS, Windows OS, iOS, Chrome OS and Android OS devices. A *Tech Café* facility will also be established and advised by the Principal.

12 Will students be able to recharge devices during the school day?

Students should bring their device fully charged to school. Students should not expect that they will be able to charge devices at school. Many school buildings will not have the capacity to charge personally-owned devices. However, where charging facilities are available, they will be provided.

13 Will students be able to record teachers or classmates (audio or video)?

Only with the teacher's permission as part of a teacher-directed activity that considers parent/caregiver *Not for Publication* wishes. Students will be able to make recordings, but are not permitted to make any recordings, audio and/or video, without explicit permission from those involved. Consequences under the school's discipline code and that of the DOE apply if this occurs.

14 Can teachers require students to bring their own devices?

Students are not required to participate in the BYOD program. However, students may find it easier to more fully engage in lessons with their own device. Teachers will be trained to frequently use devices as part of impactful multi-modal and futures-focused lesson delivery.

15 Will students be able to use their devices during lunch and recess?

No, they will not. Devices will need to be secured in their home room, which will be locked for the duration of the break.

16 Does the school provide Insurance for damage, loss or theft?

No. Families are encouraged to consider private insurance to cover these possibilities.

17 Can a student use another student's device?

No. Due to the inherent nature of personally owned devices, devices should only be used by the owner of the device. Usually, having physical access to a personal device also provides the ability to email or text message from the device. Passwords must not be shared.

18 How will students be able to print?

Students will not have the ability to print from their devices in school. They will need to copy a file to a USB disk and connect this to a school workstation (in library) . Alternatively, students can email the file to themselves and/or save it to Google Drive or Microsoft 365 cloud storage, From there, they will be able to log into a school-provided desktop or laptop to print to student-accessible copiers.

19 Is the use of 3G/$G/5G allowed within the school day?

The BYOD policy only covers the connection of devices to the school Wi-Fi. Importantly, if students use their 3G, 4G or 5G devices, they are in breach of the school's and NSW DoE's rules. They will also not be receiving filtered access to the internet. Accessing sites on the internet must always comply with the school's BYOD policy.

20 As a parent/caregiver, am I required to add additional software to my child's technology tool such as virus protection, filter, tracking capacity?

Yes. All applicable devices that connect to the internet need to have antivirus software installed. No other software is expected to be installed on student machines. There are a number of commercial and freely available anti-virus software packages. Teachers may also recommend programs that support subject requirements. At the beginning of 2019, students in Years 4-6 will be largely internet browser-based, Microsoft Office/365 and Google Apps for Education-based.

21 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: real time collaboration, research for projects, accessing websites with curriculum-related content, keeping track of classroom assignments, completing and uploading assessments and other classwork. This will be particularly apparent within the 5-6 Middle School.

22 Can teachers confiscate a student's device?

Yes, teachers may confiscate a personal device, including a BYOD for use that is inappropriate and contrary to any applicable school rules, such as:

- disruptive to the school's learning environment
- a risk to the safety or wellbeing of students, staff or other people
- contrary to any reasonable direction given by school staff about the use of the item
- illegal or otherwise of a nature that causes significant concern for staff
- bullying, intimidating or otherwise harassing others through SMS or text messaging or through photographic, video or other data transfer systems available on the phone
- recording of conversations, including lessons, without the knowledge and permission of the teacher or those involved in the conversation
- downloading or otherwise accessing inappropriate material on the internet such as child abuse or pornographic or other offensive material
- filming of fights or other criminal behaviour involving students that occur at school, during school activities or while on the way to or from school
- using it in a way that threatens or is likely to threaten the safety or wellbeing of any person
- using it in a way that disrupts an individual's learning or is likely to disrupt the learning environment for others or interfere with the operation of the school
- use that is in breach of any law

22 What action can be taken if a student uses their device inappropriately?

If a student use their devices inappropriately, principals have the right to take action. Depending on the circumstances, action can include:

- banning students from using BYOD's during the course of the school day
- confiscating BYOD's from individual students
- requiring students to hand in their BYOD's to designated school staff at the beginning of the school day for collection when students go home
- applying student disciplinary provisions
- reporting serious concerns and matters to the police

23 When will this policy be updated?

This policy will be updated and issued via email and hard-copy to all Year 4-6 students and families at Glendore in Week 1 of Term One, 2021. It will also include consent forms and family agreements.