

BRING YOUR OWN DEVICE (BYOD) STUDENT AGREEMENT

(Return this Page to School)

Students must read and sign the BYOD Student Agreement in the company of a parent or caregiver unless otherwise directed by the principal.

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

- I will use the department's Wi-Fi network for learning.
- I will use my device during school activities at the direction of the teacher.
- 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
 - Defamatory
 - Considered to be bullying.
- 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.
- I understand and have read the limitations of the manufacturer's warranty on my device, both in duration and in coverage.
- I have read the BYOD Student Responsibilities document and agree to comply with the requirements.
- I have reviewed the BYOD Device Policy document and have ensured my device meets the minimum outlined specifications.
- I have read and will abide by the NSW Department of Education and Communities' *Online Communication Services – Acceptable Usage for School Students*.

Date: ___/___/___

In the Presence of:

Student Name

Year: _____

Parent/Caregiver Name

Student Signature

Parent/Caregiver Signature

BYOD Device Policy (Parents & Student to Retain)

Guidelines for Use

The primary purpose of the use of personal devices at school is educational.

Use of personal devices during the school day is at the discretion of teachers and staff. Students must use devices as directed by their teacher. Teachers have discretion to view any content on the device used during school time.

Students shall make no attempts to circumvent the school's network security and/or filtering policies. This includes setting up proxies and downloading programs to bypass security (including tethering or using cellular networks).

Access to Entertainment (Games & Social Media):

Students shall not use their devices during school hours for:

- gaming
- social media and peer communication
- viewing videos
- listening to music

Digital Citizenship:

Students are required to demonstrate good digital citizenship. This includes:

- Respect for others' privacy in a digital context
- Protecting personal safety
- Awareness of the life of digital content uploaded onto the internet
- Appropriate material for uploading - offensive language, inappropriate content and / or images
- Awareness of 'netiquette' - accepted online communication protocols

Creation and Distribution of Individual Data: Students shall not

- Create or distribute pictures or videos of students or staff

(Distribution can be as small as emailing/texting to one other person or as large as posting image or video online.)

Misuse of internet capable devices is regarded as a serious offence within the School's Student Welfare Policy and will be dealt with in accordance with the School's Behaviour Management Procedures.

School Liability Statement

Students bring their devices to use at Homebush Boys High School at their own risk. Students are expected to act responsibly with regards to their own device, keeping it up to date and secure.

Homebush Boys High School is in no way responsible for:

- Personal devices that are broken travelling to and from school, while at school, during sports or during school-sponsored activities.
- Personal devices that are lost or stolen to and from school, at school, during sports or during school-sponsored activities.
- Maintenance or upkeep of any device (keeping it charged, installing updates or upgrades, fixing any software or hardware issues).

BYOD Device Requirements

We recommend the “ASUS Google Chromebook” be the first choice for the BYOD device initiative to all students at Homebush Boys High School from 2014 onwards.

Cost: < \$500, the cost of this device must be under \$500. This is to ensure the safety and security of not only the device but students carrying the device to and from school and in between classes.

Size:

Portable form factor, the size of this device must be portable to use in classrooms as well easy to transport to and from school or between their classes.



Weight:

< **1.5kg**, the weight of the entire device is expected to be less than 1.5kg. Anything above this weight will cause a significant strain on the students whilst they transport the device to and from school and in between their classes.

Wireless connectivity:

The department’s Wi-Fi network installed in high schools operates on the **802.11n 5 GHz standard**. All devices bought must connect to DETNSW Wireless network. Devices that do not support 5 GHz standard will not be able to connect. Any devices bought as part of this program should have no Cellular Access (2g/3g/4g). This ensures all the security and filtering provided by the DEC for the safety of the students is adhered to.

Software and apps:

The device that is to be used by students next year must have the following functions. This ensures productivity of the students while using their device at school. The device must be able to create, view and share PDF (Portable Document Format) files. The following are additional requirements:

- **Word Processing:** Manipulating Font Styles, Using Tables, Inserting Multimedia, Equation Editor.
- **Note Taking:** Basic software for taking notes, editing, collaborating and sharing during classes.
- **Spreadsheets:** A program in which figures arranged in the rows and columns of a grid can be manipulated and used in calculations.
- **Presentation:** Students must be able to create presentations using their devices
- **Internet Browsers:** Devices must be able to access the internet to send and receive content.
- **Image Manipulation:** Basic Graphics Application for minimal editing and saving
- **Audio/Video Manipulation:** Ability to playback & record audio or video.
- **Updates:** Ability to download/install/update any new software as required.
- **Backup:** Ability to import and export data to an external storage for backup

Battery life:

Minimum 6 hours of regular use, without needing to be charged. The device must be able to perform adequately for all lessons of the day. Students will not be allowed to bring chargers or charge their devices at school for the Safety, Security and WHS practices for all those involved.

Storage and Memory:

SSD - The device must contain a Solid State Drive as its primary hard-disk drive. This ensures the start-up times for the device and application to be significantly faster than the older generation drives.

Local Storage: Must have local storage, so the device can be used offline

Cloud Storage: Access to a cloud storage (Google Drive, iCloud)

Hardware features:

Camera, Mic, Headphone Jack: The device must have a built in Camera, Microphone and a Headphone Jack. This ensures the students can use their devices for a much wider range of tasks.

Screen:

Min: 10", Max: 13", this ensures portability and usability of the device, a minimum of 10 inch to a maximum of 13 inch screen must follow for all devices.

Keyboard:

QWERTY Keyboard of any size must be connected to the device. The device must have or be able to connect to a keyboard. This ensures the ergonomic requirements for the students while using their devices on a daily basis for school work.

Other considerations

Casing: Tough and sturdy to avoid breakage.

Accessories

Carry case: Supply a carry case or skin to protect the device.

Insurance *and warranty*: Be aware of the terms of insurance policies/warranties for the device. The school will not accept responsibility for loss or breakage.

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 grounds to suspect that a device contains data or the student's actions breach the BYOD Student Agreement.

Maintenance and support:

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

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.