



Allambie Heights Public School

RESPECT

RESPONSIBILITY

RESILIENCE

165 Allambie Road, Allambie Heights NSW 2100 P:9451 5440 F:9975 5046
E: allambieht-p.school@det.nsw.edu.au W: www.allambieht-p.schools.nsw.edu.au

Bring Your Own Designated Device Procedure (BYODD)

Rationale

At Allambie Heights Public School we aim to develop lifelong learners who are innovative and confident users of technology. We are committed to ensuring our students are given the best possible educational opportunities as we prepare them for the future.

Schools play an important role in introducing technology to children and ensuring it is used appropriately to enable effective learning and teaching practices.

BYODD is about learning, not technology. These devices will not replace pencil and paper, they will work in conjunction with them.

BYODD will support independent and self-initiated learning in students and extend their learning beyond the classroom. It opens up the possibility for new models of instruction outside of the traditional classroom setting. Allambie Heights Public School understands that the BYODD Program may be a financial burden on some families. For families opting not to participate in the BYODD Program, the school will have devices available which will provide access for students at school to technology. These devices will be available to use during school hours, however, will not be sent home with children.

Purpose

The purpose of this procedure is to enable:

- students to use an approved device to access the Allambie Heights Public School wireless network for educational purposes
- students to use technology to further their learning in structured lessons and when working independently
- students to develop skills and behaviours reflective of responsible digital citizens
- student to use personal devices for the purpose of developing future focussed teaching and learning skills and for fostering digital literacy, fluency and social responsibility in a safe environment
- the smart, safe and responsible use of devices at Allambie Heights Public School

Responsibility

Allambie Heights Public School will:

- Implement an equity program to ensure students have access to devices
- Provide a BYODD User Agreement to list the responsibilities and expectations of each student and their families in the BYODD program
- Accept no responsibility for loss or damage to, or for maintenance or repair required for a student's own device
- Should damage or loss occur to a device as a result of another student's actions, the parents/guardians of the students involved will be contacted immediately. The Principal and the classroom teacher retain the right to handle these matters on an individual basis and in direct consultation with the families involved
- Inform students and parents that they should be aware that devices are subject to search by appropriate staff if the device is suspected of a violation of the school expectations. If the device is locked or password

- protected the student will be required to unlock the device at the request of teaching or technical staff
- Provide filters to a device's connection to the Internet
- Provide students with a monitored Google Account

As part of the Allambie Heights Public School's BYODD Program, students will ensure that they:

- Use their devices in a responsible and ethical manner
- Bring their device to school fully charged (unless arrangements have been made with the school)
- Follow the school's ICT Acceptable User Agreement
- Report any behaviour that is not in line with the school's ICT Acceptable User Agreement to their teacher
- Store their device appropriately in a designated area within their classroom when the devices are not in use to help protect their device, work and information
- Report any damages that may occur to their teacher immediately
- Use the Internet in a safe and appropriate manner (as set out by the school's 'ICT Acceptable User Agreement')
- Respect and look after all devices, including their own, other students' and the school's devices
- May not use devices to record, transmit, or post photographic images or video of a person or persons during school hours or during school activities, unless otherwise allowed by a teacher

Strictly prohibited student activities

- Illegal installation or transmission of copyrighted materials
- Any action that violates the school's 'ICT Acceptable Use Agreement' or public law
- Sending, accessing, uploading, downloading, or distributing offensive, violent, profane, threatening, pornographic, obscene, or sexually explicit materials
- Accessing and using Internet/app-based games within class time that are not deemed educational by the teacher without prior permission
- Use of messaging services and social media within school time
- Gaining access to another students' accounts, files and/or data
- Giving out personal information, for any reason, over the Internet
- Vandalism (any malicious attempt to harm or destroy hardware, software or data,) of personal, other students or the school's range of technology
- Participating in any form of bullying including, (and not limited to) texting, emailing, posting and accessing other students' devices
- Not using Allambie Height Public School's web filter to access restricted Internet sites at school

Storage of devices

When students are not using their devices they will be stored in a classroom in a secure storage location designated by their teacher. Students must take their devices home at the end of each day unless arrangements have been made with the school. Devices are not to be stored in school bags during the day or taken out of the classroom during lunch or recess.