



## BYOD Policy

---

### What is BYOD?

Digital technology and its use permeates all areas of the school curriculum. The **Bring Your Own Device** Program requires students to bring a personally owned computing device to school every day for the purpose of learning.

### How does BYOD work?

- Students are free to bring any device which meets the Minimum Requirements that are set by the school and outlined on the following page.
- The device must have the hardware and software to allow their full participation in all class activities.
- The school can provide assistance; however, it is still your own device and it is the student's responsibility to keep it safe and secure.

*"A BYOD contact will be available to answer questions and to give assistance, but the school does not manage, support, own or warrant the device - it's your choice and your device. Our Technical Support Staff, will be able to assist with questions about device specifications to ensure it can be connected to the school Wi-Fi network."*

- We will provide a list of possible options to purchase through an online portal (optional) The online portal access web page is still under construction. As soon as it is live, the access information will be provided via the school web-page.

<http://www.nbscbalgb-h.schools.nsw.edu.au> On the Technology and E-Learning Tab

**Alternatively** – You may buy/bring your own device ensuring it meets the minimum requirements list as follows.

- Students and parents/caregivers will be required to sign a Student Agreement (attached) that sets out how the device can be used at school.

## Minimum requirements

---

### What Device should students bring?

A tablet is not an option for our BYOD program. Students are to bring a device with a physical keyboard attachment and mouse option. The device specifications recommended by the school are set out below.

	<b><u>Minimum</u> Device Specifications</b>	
	The device must have a physical keyboard attachment and a mouse option.	
Operating system	Windows 10	Mac OS 10.13 or later
Wireless	Wireless access required	
Screen Size	11"	
Storage Capacity	128GB SSD or HDD	
Battery Life	6 Hours minimum (Advertised battery life)	
RAM	4GB Minimum	

<b>Things to consider</b>	
Disk	SSD (recommended)
Weight	Consider a light option. <b>Remember this is to be carried all day.</b>
Durability	Consider how durable the device is. <b>Consider buying a case.</b>

<b>Software</b>	
Operating System	As above (minimum requirements)
Web Browser	Google Chrome recommended – any current web browser is acceptable.
Word Processor	Any word processor is acceptable, Students can get Microsoft Word for free via their student portal. There will be other software needs for specific subjects. This information will be provided to students at school.

## Additional Information

---

### Security Concerns

- The school does not own, support or warrant the device.

*You are advised to consider insuring the device against loss or damage, particularly if it is of significant value since the school and the Department of Education does not accept liability for loss or damage to student devices.*

### BYOD Equity Policy

- The NBSC Balgowlah Boys Campus BYOD Program can only function effectively if all students have access to a device that meets the Device Specification. All BYOD programs involve a cost to users.
- **If you believe you are unable to provide a device that meets the specification you may make an application in writing to the Principal, or make an appointment to speak with the Principal, so that your particular case can be outlined.**
- While the school will not purchase devices for students in the BYOD program, there are several options available to provide assistance to students.
- These include:
  - Loan of a laptop or other device for a particular day.
  - Recurrent daily loan of a laptop or other device.
  - Long term loan.
- You will be asked to make an agreement with the school that confirms the alternative arrangements made for your child's access to a device.

## BYOD Student Responsibilities

---

- **Operating system:**

Students must ensure they have a legal and licensed version of a supported operating system and of software.

- **NSW Department of Educations' Wi-Fi network connection only:**

Student devices are only permitted to connect to the department's Wi-Fi network while at school. There is no cost for this service.

- **Battery life and charging:**

Students must ensure they bring their device to school fully charged for the entire school day. No charging equipment will be supplied by the school.

- **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 reasonable grounds to suspect that a device contains data which breaches the BYOD Student Agreement.

- **Maintenance and support:**

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

- **Ergonomics:**

Students should ensure they are comfortable using their device during the school day particularly in relation to screen size, sturdy keyboard etc.

- **Data back-up:**

Students are responsible for backing-up their own data and should ensure this is done regularly.

- **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.

**NSW Department of Education**  
**Bring your own device (BYOD) student agreement**

---

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 or
  - 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 Requirements document and have ensured my device meets the minimum outlined specifications.
- I have read and will abide by the NSW Department of Education' Online Communication Services - Acceptable Usage for School Students.

Please sign and return this form to the Front Office.

Date:\_\_\_/\_\_\_/\_\_\_

\_\_\_\_\_  
Student name

In the presence of: \_\_\_\_\_  
Parent/caregiver

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Parent/caregiver signature