



Edwardstown Primary School BYOD User Agreement 2023

Edwardstown Primary School's Bring Your Own Device, (BYOD) program aims to enhance learning opportunities and experiences both inside and outside of the classroom. Year 5 or 6 students who wish to use a personally owned device at school must read this agreement in conjunction with the Edwardstown PS ICT User Agreement. The only acceptable devices are laptops with Windows 10 or higher, as described in our minimum requirements of BYOD devices.

We do not allow and will not connect Google Chromebooks, MacBooks, Android devices/ Samsung Tablets or iPads to the school server, due to incompatibility issues.

STUDENTS:

- I have read and agree to use my device in accordance with the Edwardstown Primary School ICT User Agreement.
- I agree that my use of the Edwardstown PS Wi-Fi / network will only be for learning at the direction of the teacher.
- I agree to follow all staff directions concerning the use of my device and will comply with any requests from staff to inspect my device.
- I agree to only use the Wi-Fi and network that is provided by the school and not use a device that uses a SIM card (4G or 5G). If I own a device I will remove the sim card whilst at school.
- I agree to only ever use my own network/portal/internet login details and never share these with others.
- I agree not to hack or bypass any hardware and software security implemented by Edwardstown Primary School or the Department for Education.
- I agree not to use BYOD to knowingly search for, link to, access or send anything that is;
 - Offensive, inappropriate, threatening, abusive, defamatory, or illegal.
- I agree to report inappropriate behaviour and material to my teacher.
- I agree to observe all copyright laws, including not downloading software, music and videos without the author's permission, and avoiding plagiarism by acknowledging all sources of information in my work.
- I agree to stay safe by not giving out my personal information to strangers.
- I agree to regularly back up my data including downloads and all submitted work.
- I understand that my activity on the internet/intranet/printers is recorded and these records may be used in investigations, court proceedings or for other legal reasons if required
- I acknowledge that the school cannot be held responsible for any damage to or theft of my device. I will keep my device in a locked classroom/area when not in use.
- I understand that I am responsible for the care of my device, including any costs of repair, replacement or any modification needed to use the device at school.
- I will keep my device operating system and security up to date.
- I will download updates, apps and programs on my device at home so as not to impact on the schools Wi-Fi and network.
- I understand that the technical support at school is limited to helping me access the school's wireless/intranet/printers. Software related issues will be assisted if/when time permits.
- I agree that my laptop should only be used during lesson times. Not before school (8:35-8:50am) during breaks (recess and lunch) or after school (3:10 – 3:30pm) while on school grounds. Unless with the express permission of a staff member
- I will not access or utilise any social media accounts, communication, messaging or video calling platforms during school hours (including Zoom, Skype, Instagram, etc.)



CHARGING LAPTOPS

Laptops need to be brought to school each day fully charged, all power cords etc. need to be left at home. Laptop chargers are not allowed at school due to electrical testing requirements.

BACKGROUNDS AND THEMES

Images, themes or backgrounds must be appropriate for school and should not contain images of EPS students. If a staff member deems a background image / theme to not be appropriate, students must remove it immediately.

SOUND

Sound must be muted at all times unless permission is obtained from the teacher. Individual headphones may be brought to school and used at the discretion of the teacher. Students must use their own personal set of headphones for sanitary reasons.

PRINTING

Students are encouraged to print digitally and share their work with their teacher and peers when appropriate. All work should be stored in the cloud using Office 365 or Google Classrooms.

LAPTOPS LEFT AT HOME

Students are required to bring laptops to school every day, including their headphones, and mouse. If BYOD laptops are left at home, students may not have access to an alternate device.

BYOD AGREEMENT BREACHES (CONSEQUENCES)

The requirements and responsibilities outlined in this BYOD User Agreement are to enhance the educational learning environment at Edwardstown PS. It is necessary to place clear expectations on how students participate safely and respectfully in this program. If students are not following the agreement as outlined, the following consequences will be applied:

- 🌐 **1st Offence** – Confiscation of device for remainder of day (student to collect from classroom teacher at end of day), and email/message/phone call home from teacher.
- 🌐 **2nd Offence** – Confiscation for remainder of day (student to collect from leadership at end of day), and email/diary note/phone call home from leadership. Student may lose access for an extended period of time depending on the extent of the breach.
- 🌐 **Final / Serious Offence** – Confiscation for remainder of day and student would need to revisit all expectations with leadership. Termination of technology privileges for an amount of time, decided by leadership. Serious offences may be immediately escalated to this step without a 1st or 2nd offence.

PARENT/CAREGIVERS:

- 🌐 I understand it is my responsibility to monitor my child's use of a device/internet at home.
- 🌐 The school has a right to request access to a device to connect to the network, install security certificates and to troubleshoot technical problems.
- 🌐 I understand that the device must be brought to school each day and will only be available for school related work, unless otherwise notified by the teacher.
- 🌐 I understand that personal devices are not covered by the school or DfE insurance for loss or damage. I also understand it is my responsibility to insure under my own personal policy.
- 🌐 I understand that my child will be responsible for abiding by the Edwardstown PS Cyber Safety and Device User Agreements and that any breaches will result on consequences as outlined.
- 🌐 I have read and discussed these documents with my child.





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Please complete, sign and return this page to the school

Student's Name: _____

Class: _____

Year level: _____

Student's Signature: _____

PLEASE COMPLETE THE FOLLOWING TO INDICATE YOUR CHOSEN PARTICIPATION OPTION:

We have read, understood and agree to follow all requirements and responsibilities as outlined in the **Edwardstown Primary School's BYOD User Agreement**. We understand the consequences of any breaches of this document. This agreement remains in place until your child leaves the school or the agreement is reviewed and updated.

The BYOD agreement specifically pertains to the use of personal devices. All students (including students who are hiring or borrowing devices) can refer to the school's ICT / cyber safety agreement for appropriate use and behaviour guidelines.

Bring your own device (laptop)

Student devices will not be connected to the school network without a signed agreement. Please ensure laptops meet the minimum device requirements

Hire a school laptop

All students choosing this option will also need to return a hire agreement, outlining the financial contract with the school. Once these agreements have been returned and a payment made, students can be allocated a device.

Borrow a school laptop

Please complete this page and return it so a device can be allocated to your child ASAP. The use of these school devices is clearly outlined in our school's ICT / Cyber Safety Agreement.

Parent/ Caregiver Name: _____

Parent/ Caregiver Signature: _____

Date: _____

