

# **Speers Point Public School**

## **2023 BYOD Program**

**Guidelines, Agreements**

**&**

***Student Use of Digital Devices and Online  
Services Procedure***





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Dear Parent / Carer

Speers Point Public School will provide mainstream Year 4, 5 and 6 students the opportunity to 'Bring their Own Device' in 2023. This is NOT mandatory. Students may bring a **Chromebook device** provided it complies with attached requirements.

The National Curriculum: schools are required to assist students to develop their future focused learning skills. In order to broaden students' educational context, provide greater access to e-learning tools and promote collaboration in learning, Speers Point Public School has decided to allow students to bring a Wi-Fi device for use at school.

This program will increase the access to technology of all students as those without their own device will have greater access to school devices. To participate in this program, students and parents carefully read the information outlined below. Please read through the following with your child before deciding if your child will join our Bring Your Own Device program.

Yours sincerely,

**Chris Payne**  
Principal



## BYOD TECHNICAL SPECIFICATIONS

<b>Wireless connectivity:</b>	The department's Wi-Fi network installed in high schools operates on the 802.11ac 5Ghz standard.
<b>Operating system:</b>	Chromebooks operate from a Android OS
<b>Software and apps:</b>	Required software, such as Office 365 and G suite is licenced to students via the Department of Education.
<b>Battery life:</b>	Must be able to operate under normal conditions for a minimum of 6 hours <b>Note:</b> Devices should come to school charged for use
<b>Storage and RAM:</b>	4 GB RAM (minimum), to process data rapidly. Students are licenced for access to online cloud storage.
<b>Hardware features:</b>	Built in camera and microphone are optional
<b>Display:</b>	Integrated display no smaller than 11 inches
<b>Pointer:</b>	Touch screen (optional) or track-pad
<b>Weight:</b>	Weight - 2 kg maximum
<b>Accessories</b>	<b>Carry case:</b> Supply a carry case or skin to protect the device. <b>Insurance and warranty:</b> Be aware of the terms of insurance policies/warranties for the device. The school will not accept responsibility for loss or breakage. <b>Back-up storage:</b> Consider a portable external drive as an appropriate source of back-up storage for essential documents. Students also have access to Google Drive and OneDrive to back up their data.

## Recommended Suppliers / Chromebooks

Our school has arranged two optional partner suppliers who you may choose to purchase a device from. Parents have options to source a chromebook from other suppliers, or use one of the suppliers below for ease of purchase. Both suppliers have options around finance (eg Afterpay or Zip) and after purchase support.

### **JB Hi Fi**

<https://www.jbeducation.com.au/byod/>

*school code:* SpeersPoint2023

### **LWT (Learning With Technology)**

<http://spps.orderportal.com.au>

## BYOD STUDENT RESPONSIBILITIES

### **Operating system and anti-virus:**

Students must ensure they have a legal and licensed version of a supported operating system and of software. If applicable, students' devices must be equipped with anti-virus software.

### **NSW Department of Education Wi-Fi network connection only:**

Student devices are required to connect to the department's secure Wi-Fi network and access internet via detnsw.net managed portal while at school. There is no cost for this service. Students found to be bypassing the department's Wi-Fi network while at school may have their device confiscated and their BYOD rights removed. This is considered Serious Misconduct under the school's discipline policy and appropriate consequences will result.

**Note:** The MAC address of all student devices may be used to track student's access to DETNSW network and the Internet whilst at 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. Parents/ Carers should ensure that **all devices and accessories are clearly and permanently marked with their child's name**. This will help ensure the return of lost or misplaced items to their owners.

### **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.

### **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.

### **OOSH**

Students attending OOSH in mornings and afternoons will have devices safely and securely stored. Devices are not used at OSH.

## BRING YOUR OWN DEVICE (BYOD) PARENT & 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.

Speers Point Public School is committed to providing supportive learning environments for all students and is prepared to allow students to use personal laptop/tablet devices. Clearly, safety and security from both the student and the school perspective are prime concerns.

**Any parent whose child uses a personally owned electronic device within Speers Point Public School must sign the agreement and return it to the School.**

By signing the form, you agree to abide by the school's BYOD policy and that:

- I will use the department's Wi-Fi network for learning. **Use of 3G & 4G wireless/ mobile connections (known as 'Hot Spotting') is strictly not permitted and constitutes a serious breach of Speers Point Public School's Discipline Policy.**
- 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: **NO EXCEPTIONS.**
- I will have my name clearly visible on the back of my device.
- I will comply with my teacher's request to shut down the computer or device or close the screen.
- 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 use my device to record, transmit or post photos or video of a person or persons at school.
- I will not hack or bypass any hardware and software security implemented by the department or my school. This includes the use of a VPN.
- 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 understand the school reserves the right to inspect my personal device if there is reason to believe that I have violated the terms of this agreement.
- I acknowledge that the school cannot be held responsible for any damage to, or theft of my device.

## BRING YOUR OWN DEVICE (BYOD) PARENT & STUDENT AGREEMENT

This document should be read in conjunction with the Department of Education (DoE) "[Student Use of Digital Devices and Online Services](#)" Policy, available on the DoE Website.

It is also greatly supported through the [Digital Citizenship](#) resources

<https://www.digitalcitizenship.nsw.edu.au/>

- 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**.
- I understand that violations of any DoE or school policies, administrative procedures or school rules involving my personally owned device may result in the loss of the privilege to use my device in school and/or disciplinary action.
- I have reviewed the **BYOD Device Requirements** and have ensured my device meets the minimum outlined specifications
- I will abide by the NSW Department of Education's ***Student Use of Digital Devices and Online Services***.
- Families should check the details of their personal insurance cover for events such as loss/damage.
- I understand the BYOD device does not replace the need for exercise books and other essential school equipment.
- I will bring my BYOD device to school fully charged each day, as charging at school is not permitted.
- My device and accessories have my name clearly marked on each item.

### Additional NOTE

- Teachers are **NOT** responsible for dealing with technical issues on BYOD devices in class.
- Teachers **WILL** indicate to students when the BYOD devices are needed for class activities.
- The **School Technical Support Staff** will provide assistance with connecting BYO devices to the DETNSW network, accessing DoE internet and student portals, and basic user assistance in support of required classwork. All other hardware and software issues are a matter between the devices owner and commercial support providers. School technical staff will assess, advise and recommend external providers if required.

**I will keep an electronic or paper copy of this policy for my personal records.**

# CHROMEBOOK

Wireless and Internet instructions for BYOD computers

When logging in, your username will look like: **first.last1@detnsw**

## Part A: Connect to Wireless—Do this once

**1:** Choose  **detnsw** from the wireless network list at the bottom-right

**2:** Enter your network details when prompted. Use the following settings:

SSID: **detnsw**

EAP method: **PEAP**

Phase 2 authentication: **MSCHAPv2**

Server CA certificate: **Do not check**

User certificate: **None installed**

Identity: **first.last@detnsw**

Password: **\*\*\*\*\***

**3:** At the bottom-right hand, click on the **clock**. Then click on No network and **detnsw**.

**4:** Click on **Settings**, and put a tick next to **Allow proxies for shared networks**.

**NOTE:** Newer versions of Chrome OS may not have this option and it can be skipped.

**5:** Click on the **clock** again, and click on **Connected to detnsw**.

**6:** Click on **detnsw**. Click on **Proxy**

**7:** Choose **Automatic Proxy Configuration** then close the Settings area.

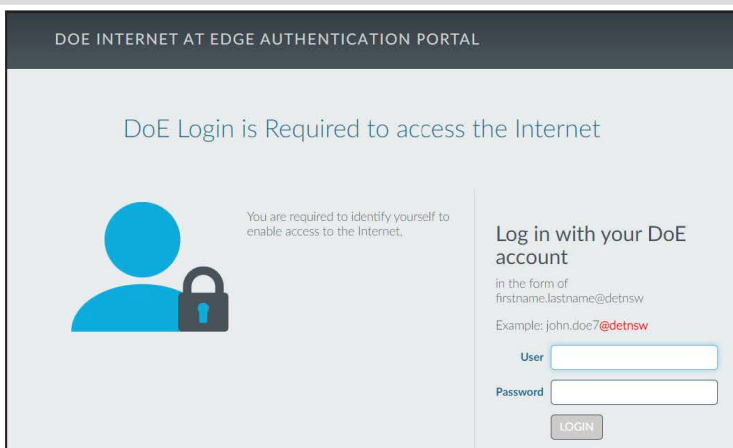
## Part B: Connect to the internet—Do this every day

**Step 1: Open Google Chrome**

**Step 2: Open the site**  
***http://detnsw.net***

**Step 3: Log in with the same**  
**username and password as**  
**for WiFi**

**You will now be able to use the Internet**  
**for 8 hours.**



DOE INTERNET AT EDGE AUTHENTICATION PORTAL

DoE Login is Required to access the Internet

You are required to identify yourself to enable access to the Internet.

Log in with your DoE account  
in the form of  
firstname.lastname@detnsw  
Example: john.doe7@detnsw

User

Password

LOGIN

## **BYOD Daily Device Procedures**

Student device should be transported to school each day in:

- an appropriate bag or sleeve to protect the device during transport.
- bag / sleeve and device labelled with student name
- suggested device engraving or other appropriate permanent identification.

### **Morning**

- Student takes to device to classroom on arrival to school (if teacher present)
- Device keep in storeroom or into docking station ready for use class.

### **Afternoon**

- Device collection from docking station or storeroom on teacher instruction
- Student to transport device home or to OOSH.

### **OOSH**

- Mornings and Afternoons – device is secured by OOSH staff while in attendance.
- Device is not used at OOSH.



## BRING YOUR OWN DEVICE (BYOD) STUDENT AGREEMENT

(Submit this Agreement Form to the office)

I have read the Speers Point Public School BYOD Policies and Procedures and the DoE Acceptable Use Policy, and understand my responsibilities.

Please tick your Year box.

Year 4

Year 5

Year 6

Student name

\_\_\_\_\_

\_\_\_\_\_

Family name

Given name

Parent/Carer name

\_\_\_\_\_

\_\_\_\_\_

Family name

Given name

**As a parent I understand that my child will be responsible for abiding by the BYOD policy and guidelines. I have read and discussed them with my child, who understands his/her responsibility in the use of a personal device at Speers Point Public School.**

\_\_\_\_\_

Student signature

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

\_\_\_\_\_

Parent/caregiver signature

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

***Please sign the agreement and return to the School***