Margaret River PRIMARY SCHOOL

grow and achieve together

2019
Voluntary BYOD
Trial Program

Years 5 & 6

Dear Parents / Guardians

In 2019, Margaret River Primary School will be trialling a Bring Your Own Device (BYOD) program with students and teachers in Years 5 and 6. This initial trial program has been under development for the past few years and through consultation with Margaret River High School and other state primary schools who have successfully implemented BYOD programs, we are now ready to trial BYOD at Margaret River Primary.

Please find information regarding the voluntary BYOD program below. If you have any questions or queries, please come along to one of our upcoming information sessions.

What is the Voluntary BYOD Program?

The purpose of BYOD is to provide students with new opportunities to learn and create that were previously not possible. Devices engage and motivate students in innovative ways and provide powerful learning experiences that enable students to develop positive skills and habits to become successful 21st century learners within a school educational setting. Students who have access to their own devices at school will be able to manage learning files and projects all within one device across curriculum and specialist areas. This also provides students with the opportunity for learning any time and anywhere and to strengthen the home-school connection. The program was initiated in consultation with Margaret River Senior High School (MRSH), ensuring recommended devices will also comply to the current standards set by MRSH.

This program will allow teachers to enhance learning activities in the classroom. Staff at Margaret River Primary School are continually being up skilled with using new technologies effectively in the classroom to ensure student devices will be used appropriately and for purposeful and specific learning tasks at school. The amount of time spent using devices in the classroom will vary depending on planned lessons. Devices will not be used in every lesson and teachers are very aware of issues surrounding screen time and the impacts that this can have on child development. As part of the West Australian Curriculum Information Communication Technology (ICT) General Capabilities, schools are expected to:
- Teach social and ethical protocols and practices
- Ensure students conduct investigations, using research and critical thinking skills
- Provide opportunities to create
- Communicate ideas and information – offline and online
- Manage and operate ICT

In addition to this, the Western Australian Digital Technologies Curriculum has many specific outcomes that all children from Pre-Primary upwards are expected to achieve using digital technologies.

Having access to their own device will provide students with a resource which will enable them to further achieve these capabilities and become well prepared for future schooling.

Bring your own device to school is not a necessity but a privilege, and those students who do not follow the Internet agreement, the BYOD agreement and the Education Department Memorandum will no longer be able to participate in the program.

Students and Parents will both be required to sign the BYOD agreement prior to students bringing devices to school (parents and students should have already signed the Internet Use Agreement at the commencement of the school year). Please read the information stated on the agreement carefully to ensure you understand all the conditions.

How does the Voluntary BYOD Program Work?

This program is <u>voluntary</u>. If a family in Year 5 or 6 chooses to participate, then:

Student / Family Component
- Student brings to school each day a charged device (see later for recommended models).
- A strong protective cover / case is provided from home.
- A pair of headphones are provided from home.
- Parents and student agree to and sign the BYOD User Agreement.

School Component
- The school will connect the student supplied device to the school ICT network.
- The school provides filtered and logged internet access.
- The school provides shared access to school owned devices for students who are not in the program.
- The school will maintain fit for purpose ICT infrastructure that allows the program to operate and evolve. ICT requirements will comply with the Department of Education Policy and Guidelines.
- The school will actively support the program through the provision of on-going teacher development in the use and integration of devices in the program.
- Devices will only be used under direct supervision.
- The school implements the Western Australian Curriculum and specific elements relating to Cyber Safety and Ethical ICT use.
- The school will provide information sessions for parents regarding BYOD, Cyber Safety and associated issues.

The BYOD initiative is NOT:
- Technology for the sake of technology.
- Students using devices all day.
- At the expense of face-face teaching.
- Impacting on outdoor student activities.
- The tool used for completing learning tasks or student assessment.
- Replacing school purchased devices.

What about equity?

Equity of access is core to the culture of our school.

The school has been successfully using mobile devices and desktop computers for many years to support educational programs for students. Any child in Years 5 and 6 who does not have access to their own personal device will be able to use a school owned device. This includes students who do not have a device because they forgot to bring it to school.

A range of devices will be supported. This should increase the likelihood of existing family owned devices being used, as well as providing a range of price points for those families purchasing a new device.

Why has the school chosen the Voluntary BYOD approach?

The advantages of a student using their own personal device are numerous. These include:

- Each device can be individually monitored to comply with Department of Education requirements.
- There is no need to wait for a device to become available to commence and complete tasks.
- The body of student work is held in one place – on their device. As the device goes home each night, parents can readily see and share their child's learning.
- Provides ability to work on internet related research where all computers and devices in the class are already in use.
- Ability to store media and documents without interference by other students, either accidental or intentional.

How will the devices be secured at school?

Students will not be permitted to use devices on the school grounds before school, at recess or lunch or after school. Upon arrival at school, students will be required to store their devices in a secure location in their classroom. When devices are not in use they will remain locked away in storage compartments in the student's classroom.

What if the device is damaged or lost?

No responsibility is taken by the school for loss or damage of personal devices. The school recommends parents consult their home and contents insurer to ensure the device is covered on route and at school.

What apps should I buy?

No applications or software is needed to be purchased. All students are provided with free access to Microsoft 365 services through their Department of Education Portal, including:

- OneDrive: 100GB of online file storage per student.
- MS Office Online applications: online versions of Word, Excel, PowerPoint and OneNote that can be accessed anywhere via web browser.
- ProPlus: download and install the full MS Office suite on up to 5 PCs or Macs and 5 tablets or smartphones.

Additional software / programs / apps, which may also be used in learning programs will also be free of charge. These may include Scratch, Microsoft Makecode, Kahn Academy, Studyladder etc.
Additional apps / software / programs which are purchased by the student's family must be G rated.

Acceptable Devices

- Laptop computers: *Windows 10 or Mac OS x 10.14 or newer*
- Tablet computers (with keyboard): Apple iOS devices v10 or newer, Android 7.0 or newer, Microsoft Surface Pro with Windows 10
- All devices must have a display screen that measures at **least 9.7** inches diagonally and a minimum of 3 hours battery life under load.

Unsupported Devices: *Mobile Phones, Microsoft Surface RT; Pre-ICS Android devices*

(Last updated September, 2018)

Further Information

A series of information sessions will be held in Term 4, 2018 and in Term 1, 2019. If after reading this booklet, you have further questions and would like extra information before the information sessions, please contact school staff who will be able to assist you.

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Bring Your Own Device (BYOD)
User Agreement

Conditions of Contract

Bringing your own technology to school is a privilege not a right. Students who breach this agreement will have this privilege taken away and will no longer be allowed to bring their own technology to school. This agreement must be read and signed by both parents and students prior to student use of their own technology at school.

- Phones are not permitted as part of BYOD and acceptable devices should be Wi-Fi enabled in which display screens must measure at least 9.7inches diagonally.
- Students may not use their own 3G/4G connection while at school.
- Students must take full responsibility for their devices. The school is not responsible for the security of personal technology. Personal technology cannot be left at school outside of school hours.
- Students must follow all teacher directions including when to use the device. The device is only to be powered on during class time, for educational use. The use, and times of use, will be determined by the class teacher. The device must be powered off at all other times.
- Devices must be brought into the classroom at the beginning of the day; they are not to be left in schoolbags during school hours.
- No device may be used out of class time, including before school, recess and lunch, and must be left in the classroom during breaks unless teacher permission has been given.
- Students are required to regularly charge their devices at home, charging facilities will not be available at school.
- Students must use a low volume or earphones when using sound.
- No devices may be used for personal messaging or personal social media interaction.
- Students must inform the teacher and other students when using the camera or audio recording functions, never take pictures or video footage of people without their permission.
- Students may not publish any photographs taken at school to any online network, including social media.
- Students may only use their own device, students should not physically share their personal device with any other student, unless they have written permission from a parent to do so.

- Parents are responsible for providing the necessary protective cases and/or covers for personal technology.
- Students are responsible for leaving their devices in a safe place, e.g. not on the floor, and giving their device to the teacher at the end of the session.
- Apps are not to be downloaded at school. BYOD devices at school are not licensed for installation and use of software under Department of Enterprise Agreements. However, the Western Australian Department of Education provides a license for students to download and use the Microsoft Office Suite of applications. Microsoft Office 365 online services are also available through the WA Department of Education Student Portal.
- All apps, songs and other content on devices must be G rated.
- MRPS is not responsible for any loss or damage to devices. No Personally Owned Devices are covered by school insurance, whether for loss, theft or damage.

Misuse of BYOD Devices

First Misuse: Device confiscated to administration to be collected by the student at end of the day.

Second Misuse: Device confiscated to administration to be collected by parent/guardian.

Third Misuse: The student will no longer have the privilege to participate in the BYOD program.

I understand the use and misuse conditions set down by the school, and I agree to observe those conditions.

STUDENT	**PARENT**
NAME	NAME
SIGNATURE	SIGNATURE
DATE	DATE