

 **Every child, Every Opportunity**

**RE: Bring Your Own Device (BYOD) for Kindergarten to Year 6**

Dear Parents & Carers,

Ashfield Public School has a Bring Your Own Device (BYOD) initiative. The initiative is about enabling students to access technology at any time throughout the school day, anywhere in the school. Examples include a student at a desk consulting an online dictionary or a student taking photographs of 3D shapes in the school playground.

As part of the BYOD initiative, students are taught how to effectively use technology to support learning. This includes, for example, our whole school emphasis on developing critical thinking, on being able to write for sustained and appropriate periods of time, on public speaking, physical activity and being able to concentrate whilst learning.

Children who do not have access to a personal device are able to share the school’s devices. Also, all children have access to the PC’s in the library and throughout the school. This includes access to printing facilities.

Please read the attached extract from the School Handbook (available to download on the school website) for detailed information about the BYOD initiative. If you wish your child to participate in the BYOD initiative, you are requested to complete the permission form.

Happy 21st Century Learning!

Regards

Damien Moran

Principal

Ashfield Public School

**Bring Your Own Device (BYOD): Permission**

Type of Device: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***For parents / carers***

I have read, understand and agree to the school policy on the Bring Your Own Device initiative.

I give permission for my child \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in class \_\_\_\_\_\_\_\_\_\_\_\_ to bring his/her own device to school.

Parent/ Carer Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***For students:***

I have read, understand and agree to the school policy on the Bring Your Own Device initiative.

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Please present this form and device to your teacher. Your teacher will register and approve your device. You will also be assisted to connect your device to the school network via the school WiFi.*

*Your teacher will guide you on how to use your device to support your learning. Remember to be sensible and responsible.*

*Happy 21st Century Learning!*

**

# Ashfield Public School

# Bring Your Own Device Policy

## What is Bring Your Own Device?

*Bring Your Own Device* involves students bringing personal technological devices from home for use at school. These devices include laptops, smart phones, tablets, iPads and iPods.

At school students use their device in a range of ways. Examples of how a device may be used at school include:

* Conducting research by accessing the Internet via the school WiFi.
* Creating a film or taking photographs as part of a school project.
* Calculating sums on a calculator.
* Composing text including note taking.
* Interacting with an educational app.
* Using a calendar

## Why Bring Your Own Device?

Education in the 21st Century is about using technology to spring board critical thinking, research, problem solving, effective communication, curiosity and imagination to heights that can be described as limitless, borderless and instantaneous.

*Bring Your Own Device* facilitates 21st Century Education by overcoming the limitations of education budgets that result in a lack of devices to enable the effective and appropriate use of technology at school.

## Management of Bring Your Own Device

Ashfield Public School has expectations how personally owned devices are managed. Each of these expectations shall apply to students when they are at school.

**Expectations**

 *Device requirements*

* Students check with the class teacher that their device is suitable to bring to school.
* The device should have a minimum of 5 hours battery life to last the school day.
* The device should have a camera and microphone.
* The device should be tough and sturdy to avoid breakage with a protective cover.

*Use of device*

* Students will only use their device with teacher approval and supervision.
* Students will use their device for educational purposes only.
* Students are only permitted to make video or audio recordings or take photographs of other people for a specific educational purpose with permission from a teacher.
* Students will use their device to only access files that support their learning such as word documents, photos and videos.
* Students may only use their device before and after school, and during recess and lunch with the permission and direct supervision of a teacher.

 *Using the device to access the Internet*

* Students will use their device to access the Internet for educational purposes only.
* Students will only access the Internet using Ashfield Public School’s secure wireless network which contains appropriate filters.
* Students must not give out personal information online.
* Downloading of films, music, games and other files from the Internet is only permitted with express permission by a teacher.

*Inappropriate use of the device*

* Students will not use any device as a cyber-bullying tool.
* Students are not allowed to use a 3G or 4G service while at school.
* Students may not use the device to access social network sites.
* Students may not use their device to knowingly search for, link to, access or send anything that is offensive, 18+, threatening, abusive or defamatory and considered to be bullying.
* During the school day students will not be allowed to call, text message, email, or electronically communicate with others from their device, including other students, parents, carers, friends, and family.
* Students are not to use their personally owned device in the toilets.
* Students may not hack into other people’s accounts or bypass any hardware or security implemented by the Department of Education or Ashfield Public School.

*Safe and sensible use of the device*

* As bystanders, students will report to their teacher if they know of another student who engages in inappropriate behaviour or accesses inappropriate material on a personal device.
* Students should never share username and passwords.
* Parents and carers should always know the password to unlock their child’s device and access files and browse Internet history.

*Care and maintenance of the device*

* Similar to other personally owned items, Ashfield Public School is not liable for loss, damage, misuse, or theft of personally owned devices brought to school. Devices may be locked in the classroom during break time or overnight.
* Students aim to bring their device to school fully charged and ready for use.
* Students are responsible for the care and maintenance of their own device.

## Misuse of a device

Students’ devices may be confiscated if the school has reasonable grounds to suspect that the device is being used inappropriately or contains data which breaches the expectations how personally owned devices are managed.

## School Responsibility for Bring Your Own Device

Ashfield Public School will explicitly teach students about the appropriate use of personal devices at school. This includes teaching the expectations and the consequences for misuse of the devices. It also includes teaching children about the potential dangers of the inappropriate use of their personal devices. Teachers will also observe use of the personal devices. There will be ongoing support and direction on how to effectively use personal devices to work towards and achieve learning outcomes and maintain ongoing academic growth and performance.