



BYOD Plan 2023 - Overview

BACKGROUND

Merredin College's commitment to digital learning has not changed from that of previous years. Our school values the importance of being connected with our community and developing students that can interact with respect as informed citizens on a global scale. We identified the need for digital devices to "build skills in the use of ICT as a tool for learning and as a classroom pedagogy to enhance student learning." It was important that we improved access to digital devices to increase digital skills. In Primary we currently have a computer lab, a trolley of 30 iPad mini devices as well as a number of iPads in each classroom for PP-Year 6. State school funding does not allow us to fund a 1:1 ratio for upper primary students which is current best practice so we will be continuing the implementation of BYOD for Year 4 and Year 5 in 2023. Currently in Secondary, students are accessing computers through 2 computer labs shared by all year groups as well as class sets of iPads in some Learning Areas. We will be continuing the implementation of BYOD with our Year 7, 8, 11 and 12s in 2023 with this continuing up through Year groups in subsequent years i.e., in 2024, BYOD will cover Year 4, Year 5, Year 6, Year 7 and Year 8, Year 9, Year 11 and Year 12; in 2025, BYOD will cover Year 4 to Year 12.

WHAT IS BYOD?

Bring Your Own Device (BYOD) is being offered at Merredin College as a pathway supporting the delivery of 21st century learning. It is a term used to describe a personally owned laptop or tablet that meets Merredin College's minimum specifications and can be connected to the Department of Education and Training (DET) information and communication (ICT) network for teaching and learning. BYOD is an initiative that allows students to have their own personal technology devices and bring them to school to use them for educational purposes to meet their learning needs, in a safe and secure manner as set out in school policies while under the direction of their classroom teacher. If a parent should choose to opt out of the BYOD program and not provide a personal device there will be some access to a range of shared school owned devices for use in the classroom to ensure access for all students. The school expects that all classes involved in the BYOD Program have a majority of students with their own devices with a minority of students requiring to share access to school owned devices as well as computer lab time.

BENEFITS OF BYOD

Specific benefits include:

- Allows for personalised learning
- Improved collaboration
- Give students greater choice and more independence
- It creates a model for lifelong learning
- Smooth transition between home and school
- Provides easier student access to online instructional materials
- Promotes sustainable paper free classes
- Supplements school resources and equipment
- Normalisation of technology
- Prepares our students with the knowledge and skills to function as responsible digital natives in a digital world.

ADVANTAGES OF A WINDOWS DEVICE

- A seamless transition between primary and high school.
- A wealth of apps that relate to specific curriculum-based learning.
- Access to information on the Internet when they need it through wireless connectivity.
- Access to rich media including digital stories, images and video.
- Provides simple yet sophisticated text, audio and video-based communication facilities for collaboration with peers, teachers and experts in a local, national or global context.
- Ability to personalise learning and provide work targeted at the correct level for students.
- High student engagement both independent and collaborative.

learning close to home

PURCHASING A DEVICE

You can choose to use a device that you already own, or purchase a new or used device. ***You may visit any vendor of your choice to make your purchase.*** Second hand devices are allowed; however, they must meet the minimum specifications outlined by the school. Merredin College has an online portal set up and available for purchases through JB Education and Winthrop Australia. These vendors are offering reduced prices for schools.

MINIMUM SPECIFICATIONS

Windows Laptops will need to meet specific requirements in order to be connected to the school network. Please see specifications below:

Specifications:

- 11 inch Display
- Intel Core i3-1115G4 Processor
- 8GB RAM
- 128GB SSD
- 720p HD Camera
- WiFi Access
- Bluetooth
- USB, HDMI, Headphone and Microphone ports
- Windows 10 Pro National Academic Operating System

With sales and promotions from computer retailers the benchmark price for an appropriate BYOD device should be approximately \$600 - \$900.

Steven Cervantes from Wheatbelt Tech in Merredin is a local option for device purchases. If you need further assistance sourcing a suitably priced device, please do not hesitate to contact Deputy Principal Lynne Herbert for further assistance.

EQUITY & ACCESS

BYOD at Merredin College involves a staged roll-out of technology usage across the school. This structured approach is to allow us to tailor the program to ensure the best possible teaching and learning outcomes for students. It is anticipated that BYOD will be rolled out with Year 4 – Year 6 being involved by 2024 and Year 7-10 by 2025. The school will offer shared school devices in the classroom. These devices will be pre-booked by teachers and accessed on a planned basis. School owned devices will not be permitted to go home with any student. There are many options to support families:

- Payment plan through the provider/vendor
- Short term use of school owned devices allocated on a day-to-day basis while at school
- Please approach the Principal if genuine financial hardship is restricting your ability to provide your child with a device.

DEVICE PROTECTION

The school will provide support to help ensure the care and security of the device. Ultimately, each student is responsible for taking care of and securing the device and accessories in accordance with school policy and guidelines. Responsibility for loss or damage of a device at home, in transit or at school belongs with the student and their family. Advice should be sought regarding the device being included in home and contents insurance policies. It is advised that accidental damage and warranty policies are discussed at point of purchase to minimise financial impact and disruption to learning should a device not be operational.

DATA SECURITY AND BACK-UPS

Merredin College staff will be supporting students with the implementation of appropriate and responsible digital protocol. Each student will learn to be responsible for the backup of all data. While at school, students may be able to save data to the school's network, which is safeguarded by a scheduled backup solution or in many cases work will be saved to the cloud when working in the Google Classroom space. Students are also able to save data locally to their device for use away from the school network.

DIGITAL CITIZENSHIP

Students will be expected to adhere to the Acceptable Use Agreement and Student Code of Conduct. Students and their parents sign these agreements on enrolment. These documents are accessible on the school website.

Note: Students' use of internet and online communication services may be audited at the request of appropriate authorities for investigative purposes surrounding inappropriate use. Students should be aware that they are held responsible for their actions while using the internet and online communication services.

LOADING APPS & UPDATING DEVICES

Parents and students will be responsible for overall maintenance of the device at home, but technical support is available from school if the need arises. The school will provide information sessions and assistance as required to help parents with this aspect.

3/4/5G ENABLED DEVICES

The reason why we do not want external controlled internet access is that by students going through our school wireless, they are also going through WA Department of Education's Internet web filters, helping protect our students from accessing inappropriate content. If your child's device has these services, please ensure they are disabled.

VIRUS PROTECTION

No computer is immune to viruses or spam so it will be mandatory that all students protect themselves through virus protection programs or apps. Virus protection will need to be regularly updated and scans carried out. If a device is found to have out-of-date or no antivirus at all, it will be removed from the network until anti-virus protection has been updated. Microsoft Defender Antivirus is built into Windows10. It provides comprehensive, built-in protection—at no extra cost.

RESPONSIBILITIES:

STUDENT

Students are expected to fulfil the following obligations:

- Have their device fully charged and ready to use every day.
- Take responsibility for care of the device, e.g. keeping it in its case throughout the day to avoid physical damage, not leaving the device unattended. The school does not accept responsibility for damage, theft or loss of the device.
- Respond to teacher direction regarding use of their device.
- Manage their time, use and battery life of their laptop so that at school it can be used productively for educational purposes.
- Leave their laptop in their locked classroom when not in use (this includes lunchtimes).
- Use the device responsibly, appropriately and respectfully in accordance with the Acceptable Use Agreement.
- Keep passwords private; protect the device by ensuring it requires a login when not in use.
- Use of school Wi-Fi only, not 3G or 4G.
- Obtain permission before photographing, videoing, recording or sharing any content concerning any other person.
- Abiding by intellectual property and copyright laws (including software/media piracy)
- At all times being mindful of both their own digital reputation and that of the school.
- Ensure that software is regularly updated to ensure the device is an effective tool for learning.
- Back up important work and files regularly (this can include the use of Cloud storage).

Consequences of misuse or failure to fulfil these obligations will be applied and dealt with as a behavioural issue. This may include withdrawal or restriction of BYOD privileges.



PARENTS AND CAREGIVERS

- Acknowledgement that the core purpose of a device at school is for educational purposes
- Applying monitoring of student internet usage outside of school when not connected to the school's network
- Encourage and support appropriate digital citizenship and cyber safety with students (see e-Safety website)
- Ensure installation of required software
- Provide a protective backpack or case for the device
- Consider and acquire adequate warranty and insurance of their child's device
- Understanding and signing the 1:1 student Acceptable Use Agreement

SCHOOL

- Implement BYOD program induction — including information on connection, care of device at school, workplace health and safety, appropriate digital citizenship, and cyber safety
- Provide quality network connection at school to cater for effective classroom access
- Provide safe storage of devices between classes and when not in use
- Provide adequate internet filtering while the device is at school
- Provide technical support and additional devices to allow 'hot-swapping' of devices to ensure uninterrupted learning
- Some school-supplied software e.g., Microsoft office 365
- Printing facilities
- Preparation and co-signing individual Acceptable Use Agreements
- Provision of support – student, parents, and teachers.

The school uses Google Classroom and Connect to help keep students engaged and learning, in a safe digital environment. These platforms will enable teachers to:

- Send messages to students or utilise two-way chat facility, perfect for students to ask the teacher questions without alerting their classmates.
- Share work with the class
- Give and receive feedback in real time.
- Monitor work completion