**Bring Your Own Device**

Dear Parents

You may be aware by now that there will be no more Federal Government Funding for laptops in schools as of the end of this year, meaning the DER laptop roll out has now ceased, and students entering Year Nine in 2014 will not be issued with a laptop.

A new strategy is under development by the Department of Education and Communities (DEC) called Bring Your Own Device - BYOD. This is to be a family funded strategy.

Our Technology Committee has been investigating various options and putting together a plan to transition into the new scenario for next year and into the future. The plan will include strategies to ensure quality and equity in relation to using technology.

As this is a new scenario for us all, we have decided to focus on Year 9 for the present. Enclosed is a **DRAFT** user agreement and **DRAFT** BYOD Device requirements and Student Responsibilities. The user agreement is not final and does not need to be signed or returned. Once finalised in the New Year, students will be issued with the appropriate paperwork.

After careful deliberation and investigation the Technology Committee has determined specifications for devices that will be able to be supported at Parramatta High School. These are in the attached documents. Please ensure you read them carefully. I do however, draw your attention to the required wireless capability:

* **802.11n 5Ghz standard**. Devices that do not support this standard will not be able to connect.

**Note:** There are a range of devices available on the market. Some of the more economical devices only run 2.4 GHz wireless; this is **NOT suitable** for use in DEC High Schools.

We are planning to have a limited number of devices available for daily borrowing for those students who cannot or do not have access to appropriate devices. The details of how that system will operate are yet to be finalised.

I know a number of you have already completed a survey on BYOD and this information will help answer some of the questions raised in the survey. There will be a special meeting for Year 9 2014 parents early next term (date to be announced) to discuss the policy.

To discuss this or any related issue please contact the school.

**Draft Bring Your Own Device Student Agreement**

**FYI Only – Please do not sign or return**

Students must read and sign the BYOD Student Agreement in the company of a parent or caregiver unless otherwise directed by the principal.

I agree that I will abide by the school’s BYOD policy and that:

❒ I will use the department’s Wi-Fi network for learning.

❒ 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 without the permission of the school.

❒ 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 hack or bypass any hardware and software security implemented by the department or my school.

❒ I will not use my own device to knowingly search for, link to, access or send anything that is:

* offensive
* pornographic
* threatening
* abusive or
* 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 acknowledge that the school cannot be held responsible for any damage to, or theft of my device.

❒ 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 document and agree to comply with the requirements.

❒ I have reviewed the BYOD Device Requirements document and have ensured my device meets the minimum outlined specifications.

❒ I have read and will abide by the NSW Department of Education and Communities’ [*Online Communication Services – Acceptable Usage for School Students*](https://detwww.det.nsw.edu.au/policies/general_man/general/accep_use/PD20020046_i.shtml?level)*.*

**BYOD Device Requirements**

***Wireless connectivity:***

*High schools:* The department’s Wi-Fi network installed in high schools operates on the **802.11n 5Ghz standard**. Devices that do not support this standard will not be able to connect.

***Operating system*:**

The current or prior version of IOS (Apple) or Windows but **NOT** Android.

***Software and apps:***

Word Processing and spreadsheet capacity. One Note is recommended also. All software and apps should be fully updated.

***Battery life*:**

A minimum of 6 hrs battery life to last the school day.

***Memory and RAM*:**

A minimum specification of 16 GB storage and 2 GB RAM *to process and store data effectively.*

***Hardware features*:**

Camera and microphone. USB and printing capacity.

***Ergonomics:***

Minimum screen size 9.7” and a sturdy keyboard *to enable continuous use throughout the day.*

**Other considerations**

*Casing:* Tough and sturdy to avoid breakage.

*Weight:* Lightweight for ease of carrying.

*Durability:* Durable and strong.

**Accessories**

*Carry case:* Supply a carry case or skin to protect the device.

*Insurance and warranty:* Be aware of the terms of insurance policies/warranties for the device. Please speak to your insurance company. The school will not accept responsibility for loss or breakage.

*Back-up storage:* Consider a portable USB as an appropriate source of back-up storage for essential documents.

**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 and Communities’ Wi-Fi network connection only:***

Student devices are only permitted to connect to the department’s Wi-Fi network while at school. There is no cost for this service. **No mobile networks allowed.**

***Battery life and charging:***

Students must ensure they bring their device to school fully charged for the entire school day. *No charging equipment will be supplied by the school. No charging is to be done 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.*

***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.*

***Data back-up:***

*Students are responsible for backing-up their own data and should ensure this is done daily.*

***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.*