Birkdale South

BYO Device Program Charter

Contents

Birkdale South Vision 2017+

"Limitless Learning"

Our Vision is to develop technology literate, engaged, autonomous learners, equipped with tools and thinking to embrace 'limitless learning' – learning how to learn, by providing flexibility though rigorous opportunities.

Learning (and Teaching) at Birkdale South:

- A pedagogy based on child centred, personalised learning for all students;
- Teaching that guides, supports and facilitates students becoming autonomous, self-directed and motivated learners;
- Mutual trust that all students are capable of achieving and that Teachers have the students best interest at heart;
- Students are encouraged to demonstrate accountability for their learning through discussions of their learning goals and achievements;
- Students who value lifelong learning and are engaged in a global community and a teaching staff that value capacity building for all;
- Rigorous, on-going student assessment based on demonstrated consistent learning achievements in a variety of settings and over time;
- Invites students to "Limitless Learning", allowing them to negotiate where and how they learn depending on their needs, interests, learning styles and goals;
- A focus on becoming a technologically literate school community using Information and Communication Technology (ICT) to enhance the learning process where it is most appropriate;
- Strong links between home, school and the wider community.

Understanding that ours is a learning community – students, teachers through continuing professional learning and parents for their personal growth, are all learners

The Birkdale South State School *BYO Device Program*:

- Enables personalisation of student learning through access to rich learning resources;
- Best facilitates the development of knowledge and skills necessary for the 21st century workforce, including digital-age literacy, innovative and creative thinking, effective communication and high productivity;
- Allows continuous access to educational materials allowing "Limitless Learning" opportunities anywhere, anytime;
- Provides an engaging, interactive environment for learning;
- Strengthens links between home and school, giving parents the opportunity to see, every day, what their child is learning at school and have relevant, timely, accurate and quality conversations around student learning and progress;
- Allows students the opportunity to display prior knowledge of topics and thus be co-constructive in their own learning journey.

We strive for improved outcomes in learning engagement, learning productivity, home school partnership, academic results and students' skillset.

The advantages of using a personal device include:
- ✓ Access knowledge and information through the vast range of content and creation apps (many of which are free) to support student learning;
- ✓ Access to a wealth of information on the Internet when they need it (using the speak ability via settings to read text for those students in the lower year levels or students with lower literacy levels than their peers) through wireless connectivity;
- ✓ Access to rich media including digital stories, image and video;
- ✓ Increased productivity through quick loading of apps/software and quick response of the device;
- ✓ 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 independently and collaboratively.

BYO Device Program FAQs

Q: Why are we moving to multiply platform – Bring Your Own Device (BYOD)?
A: Following 2 years of iPad only programing we have recognised the necessity, particularly for those students in the upper school to bring a device suitable to personalise for use in learning.

Q: How much of the day will the devices be used? Will the students still be using pencil and paper as well as handwriting?
A: Yes. We will be implementing a blended learning environment.
25-70% of the day students will be using their devices. Students will still continue to use pencil and paper and to practise handwriting. The amount of time that students will spend on their devices each day will vary from year level to year level, class to class, student to student and even day to day.

Q: Will the devices be managed at home or at school e.g. loading apps/software, updating the device?
A: The devices will need to be managed at home, however we can provide some technical support at school if the need arises. Birkdale South State School will be searchable in iTunes U to find the list of required apps, for those who have an iPad, for an easy download. Parents can choose to load additional apps/software that are not necessarily required by the school however the use of such apps/software that are not of educational value, will be discouraged at school.

Q: Will I be expected to purchase a brand new device and do I have to purchase from a particular store e.g. Apple?
A: No, you can choose to use a device that you already own or purchase a used device. We will not recommend a store where you can purchase a device. The minimum specifications must be met.

Q: Should we purchase a case/cover for the device and if so, which one should we buy?
A: Yes, a case/cover is required for your child's device. There are many competitively priced cases and covers on ebay or you can choose to purchase from a local store. For iPads, a fully enclosed case with a clear tempered glass screen protector may be the most protective case for an iPad. We recommend that the case should protect both the front and back of the iPad. We will not recommend a store where you can purchase a case or cover. You should also consider purchasing a waterproof sleeve to put the device (in its case/bag) inside e.g. wetsuit material, in case of drink spillage in your child's bag.

Q: Should we purchase a screen protector?
A: You should consider purchasing a tempered glass screen protector to help protect the device glass screen from damage.

Q: Is a separate keyboard required for iPads/tablets?
A: A separate keyboard is not required and when attached to the device cover, can sometimes get in the way.

Q: Will students continue to have access to computers and other technologies?
A: Yes. All students at Birkdale South SS will continue to have access to computer labs and other relevant technologies to support them with their learning.

Q: Can my child bring a 3G enabled device without the SIM?
A: Yes. The reason why we do not want external controlled Internet access is that by the students going through our school wireless, they are also going through Education Queensland Internet filters, helping prevent and protect our students from accessing inappropriate content.

Q: If we bring an iPad, is my child required to know our Apple id and password?
A: No. It is best that they are unaware to prevent unwanted downloads.

Q: I can't remember the passcode that is set on my device and it is locked. How do I unlock it?
A: You will need to restore the device to a previous backup.

Information for Students and their Parents about Acceptable Usage

Acceptable device use
Students must follow the school rules when using their iPad:
- ➢ Be Safe
- ➢ Be Respectful
- ➢ Be Responsible
- ➢ Be a Learner

Students must comply with the [Acceptable Use of the Department's Information, Communication and Technology (ICT) Network and Systems](#)

Communication through internet and online communication services must also comply with the department's [Code of School Behaviour](#) and the Birkdale South State School Responsible Behaviour Plan for Students available on our school website.

Examples of acceptable use includes:
- engagement in class work and assignments set by teachers
- developing appropriate 21st Century knowledge, skills and behaviours
- authoring text, artwork, audio and visual material for publication on the Intranet or Internet for educational purposes as supervised and approved by school staff
- conducting general research for school activities and projects
- communicating or collaborating with other students, teachers, parents, caregivers or experts as part of assigned school work
- accessing online references such as dictionaries, encyclopaedias, etc.
- researching and learning through the school's eLearning environment
- ensuring the device is fully charged before bringing it to school to enable continuity of learning

Students should be courteous, considerate and respectful of others when using their device.

Unacceptable device use
Examples of unacceptable use includes:
- using the device in an unlawful manner
- downloading (or using unauthorised software for), distributing or publishing of offensive messages or pictures
- using obscene, inflammatory, racist, discriminatory or derogatory language
- using language and/or threats of violence that may amount to bullying and/or harassment, or even stalking
- insulting, harassing or attacking others or using obscene or abusive language
- deliberately wasting printing and Internet resources
- intentionally damaging any devices, accessories, peripherals, printers or network equipment
- committing plagiarism or violate copyright laws
- using unsupervised internet chat
- sending chain letters or spam email (junk mail)
- accessing private 3G/4G networks during the school day
- knowingly downloading viruses or any other programs capable of breaching the department's network security
- using the device's camera anywhere a normal camera would be considered inappropriate, such as in toilets
- invading someone's privacy by recording personal conversations or daily activities and/or the further distribution (e.g. forwarding, texting, uploading, Bluetooth use etc.) of such material

- students should not divulge personal information (e.g. name, parent's name, address), via the Internet or e-mail, to unknown entities or for reasons other than to fulfil the educational program requirements of the school.

What is expected of schools when providing student's with access to ICT facilities?

Schools will provide information in relation to student access and usage of its network and reserves the right to restrict/remove student access to the intranet, extranet, internet or network facilities if parents or students do not adhere to the school's network usage and access guideline/statement.

The school will educate students on cyber bullying, safe internet and email practices and health and safety regarding the physical use of electronic devices. Students have a responsibility to incorporate these safe practices in their daily behaviour at school.

Where possible, internet usage by students will be considered and prepared prior to class engagement, including, filtering and checking sites students are directed to visit. An assessment should be made of the appropriate timeframe for access to the internet for completing the set task or duration a student should have access to the internet (e.g. during schools hours, outside of school hours).

What awareness is expected of students and their parents?

Students and their parents should:

Understand the responsibility and behaviour requirements (as outlined by the school) that come with accessing the school's ICT network facilities and ensure they have the skills to report and discontinue access to harmful information if presented via the internet or e-mail;

Be aware that the ICT facilities should be utilised with good behaviour as stipulated under the Code of School Behaviour; and that students breaking these rules will be subject to appropriate action by the school. This may include restricted network access, or loss of BYO privilege, for a period as deemed appropriate by the school.

Be aware that access to ICT facilities provides valuable learning experiences, therefore giving the student educational benefits in line with the school's educational program;

Be aware that the internet gives access to information on and from a wide variety of organisations, subjects, people, places with origins from around the world. The school cannot control information accessed through the internet; and information may be accessed or accidentally displayed which could be illegal, dangerous or offensive, with or without the student's immediate knowledge; and

Understand that teachers will always exercise their duty of care, but protection, mitigation and discontinued access to harmful information requires responsible use by the student.

Internet Use at School

At school, students must agree to follow the [Acceptable Use of the Department's Information, Communication and Technology (ICT) Network and Systems](#) in relation to Internet Use. Internet access is provided by Education Queensland's Managed Internet Service (MIS) and provides students with Content-filtered Internet access and Virus-filtered email.

MIS provides the means to filter students' access to web pages from a global level; controlled by Education Queensland and from a school level when appropriate.

Internet Use at Home

The devices can be configured to connect to a home wireless or wired network. This configuration can be performed as with a normal device.

E-Mail Use

While at Birkdale South SS, students have access to a Department of Education, Training and Employment email account, which they can access from home and school for the purposes of learning. Email traffic is monitored for inappropriate use, content and language.

Digital citizenship

Students should be conscious creators of the content and behaviours they exhibit online and take active responsibility for building a positive online reputation. They should be conscious of the way they portray themselves, and the way they treat others online.

Students should be mindful that the content and behaviours they have online are easily searchable and accessible. This content may form a permanent online record into the future.

Interactions within digital communities and environments should mirror normal interpersonal expectations and behavioural guidelines, such as when in a class or the broader community.

Parents are requested to ensure that their child understands this responsibility and expectation. The school's Responsible Behaviour Plan also supports students by providing school related expectations, guidelines and consequences.

Cybersafety

If a student believes they have received a computer virus, spam (unsolicited email), or they have received a message or other online content that is inappropriate or makes them feel uncomfortable, they must inform their teacher, parent or caregiver as soon as is possible.

Students must never initiate or knowingly forward emails, or other online content, containing:
- a message sent to them in confidence
- a computer virus or attachment that is capable of damaging the recipients' computer
- chain letters or hoax emails
- spam (such as unsolicited advertising).

Students must never send, post or publish:
- inappropriate or unlawful content which is offensive, abusive or discriminatory
- threats, bullying or harassment of another person
- sexually explicit or sexually suggestive content or correspondence
- false or defamatory information about a person or organisation.

Parents, caregivers and students are encouraged to read the department's [Cybersafety and Cyberbullying guide for parents and caregivers.](#)

Web filtering

The internet has become a powerful tool for teaching and learning, however students need to be careful and vigilant regarding some web content. At all times students, while using ICT facilities and devices, will be required to act in line with the requirements of the *Code of School Behaviour* and any specific rules of the school. To help protect students (and staff) from malicious web activity and inappropriate websites, the school operates a comprehensive web filtering system. Any device connected to the internet through the school network will have filtering applied.

The filtering system provides a layer of protection to staff and students against inappropriate web pages, spyware and malware, peer-to-peer sessions and scams and identity theft.

This purpose-built web filtering solution takes a precautionary approach to blocking websites including those that do not disclose information about their purpose and content. The school's filtering approach represents global best-practice in internet protection measures. However, despite internal departmental controls to manage content on the internet, illegal, dangerous or offensive information may be accessed or accidentally displayed. Teachers will always

exercise their duty of care, but avoiding or reducing access to harmful information also requires responsible use by the student.

Students are required to report any internet site accessed that is considered inappropriate. Any suspected security breach involving students, users from other schools, or from outside the Queensland DETE network must also be reported to the school.

The personally-owned devices have access to home and other out of school internet services and those services may not include any internet filtering. Parents/caregivers are responsible for appropriate internet use by their child outside the school.

Parents, caregivers and students are also encouraged to visit the Australian Communications and Media Authority's CyberSmart website for resources and practical advice to help young people safely enjoy the online world.

Privacy and confidentiality

Students must not use another student or staff member's username or password to access the school network or another student's device, including not trespassing in another person's files, home drive, email or accessing unauthorised network drives or systems.

Additionally, students should not divulge personal information via the internet or email, to unknown entities or for reasons other than to fulfil the educational program requirements of the school. It is important that students do not publish or disclose the email address of a staff member or student without that person's explicit permission. Students should also not reveal personal information including names, addresses, photographs, credit card details or telephone numbers of themselves or others. They should ensure that privacy and confidentiality is always maintained.

Intellectual property and copyright

Students should never plagiarise information and should observe appropriate copyright clearance, including acknowledging the original author or source of any information, images, audio etc. used. It is also important that the student obtain all appropriate permissions before electronically publishing other people's works or drawings. The creator or author of any material published should always be acknowledged. Material being published on the internet or intranet must have the approval of the principal or their delegate and have appropriate copyright clearance.

Copying of software, information, graphics or other data files may violate copyright laws without warning and be subject to prosecution from agencies to enforce such copyrights.

Monitoring and reporting

Students should be aware that all use of internet and online communication services can be audited and traced to the account of the user.

All material on the device is subject to audit by authorised school staff. If at any stage there is a police request, the school may be required to provide the authorities with access to the device and personal holdings associated with its use.

Misuse and breaches of acceptable usage

Students should be aware that they are held responsible for their actions while using the internet and online communication services. Students will be held responsible for any breaches caused by other person(s) knowingly using their account to access internet and online communication services.

The school reserves the right to restrict/remove access of personally owned mobile devices to the intranet, internet, email or other network facilities to ensure the integrity and security of the network and to provide a safe working and learning environment for all network users. The misuse of personally owned mobile devices may result in disciplinary action which includes, but is not limited to, the withdrawal of access to school supplied services.

General Care (Students are responsible for the general care of the device)

General Precautions
- It is recommended that food or drink should not be next to your device when in use.
- Cords, cables, and removable storage must be inserted into, and removed from the device carefully.
- Students should never carry their device while the screen is open, unless directed to do so by a teacher.
- The device should never be left in a car or any unsupervised area.
- Students are responsible for ensuring the battery is charged for school each day.

Transporting the Device
A protective carry bag has sufficient padding to protect the equipment from normal treatment and provide a suitable means for carrying the device within the school. The guidelines below should be followed:
- The device should always be within a protective case when carried.
- A waterproof sleeve is recommended to avoid the device getting wet (drink bottles should be kept in a different compartment in a child's backpack) and for further protection.

Screen Care
The screen can be damaged if subjected to rough treatment. They are particularly susceptible to damage from excessive pressure and can be costly to repair.
- Do not lean on the top of the device.
- Do not place anything near the device that could put pressure on the screen.
- Do not place anything in the carry case that will press against the cover.
- Clean the screen with a soft, dry cloth or anti-static cloth.

Occupational Health and Safety

Students are advised to consider the following advice when using their device.
- Taking regular rest breaks (at least every 20 minutes; more often if the setup is not ideal to allow muscles and vision to recuperate).
- Not using the device for more than 2 hours in any session.
- Working in an environment free from glare.
- Using the device on a desk rather than on the lap whenever possible.
- Changing the viewing angle to minimise the need to bend the neck.
- Using a chair that maintains good posture.
- Reducing the need to carry the device (where practicable).

Potential Hazards
The main feature of mobile devices that causes problems is the minimal amount of ergonomic adjustment – this promotes poor posture.

If the screen is at the optimal height for the operator then the keyboard is too high, and if the keyboard is at the optimal height then the screen is too low. Both scenarios may contribute to muscle discomfort or strain to varying degrees.

Potential injuries that can occur through using devices include:
- Occupational Overuse syndrome (OOS) [also known as repetitive strain injury (RSI)] as a result of sustained unnatural postures and/or prolonged tension on muscles, tendons, and other soft tissues.

- Eye strain through use in environments where there is poor lighting, glare, or reflection, and as a result of straining to view details on small screens.
- Manual handling strain through carrying the device for extended periods and/or lifting them out of awkward spaces. Strain may be the aggravation of an existing injury.
- Tripping hazards can also exist where the mobile device has external cables attached such as mains power cords or external drive connectors.

Minimising the Risk of Strain or Injury

- Where possible, place the device on a desk at a height where the elbows are at 90 degrees and the wrists kept straight.
- Wherever possible sit in a comfortable chair at a desk.
- Take frequent rest breaks away, at least every 20 minutes but more often if the setup is not optimal to allow eyes and muscles to recuperate.
- Avoid using the device for extended periods (maximum of 2 hours in any session).
- Setting the screen at an angle that reduces, as far as possible, the need to bend your neck and minimises reflection.

Preventing Eye Strain

Eyestrain and headaches can be caused by the constant viewing of small objects on small screens, incorrect monitor position, or glare or reflection from lighting sources. The risk of eyestrain can be reduced by ensuring students:

- Work in environments free from glare or reflection.
- Have adequate lighting.
- Increase font size for comfortable viewing.
- Position the device screen for comfortable viewing distance.
- Take frequent rest breaks. (An old but valid idea is the 20/20 rule that states "every 20 minutes look at something about 6 metres for 20 seconds").
- Regularly blink to lubricate your eyes.
- Adjusting the screen brightness, colours and/or contrasts can also assist in reducing eyestrain.

References

- Australian Standard AS 3590 (1990) screen-based workstations, workstation furniture and input devices.
- Occupational Overuse syndrome – Keyboard Operators: Reducing the Risk.
- Workplace Health and Safety – http://www.dir.qld.gov.au/workplace/index.htm
- Using your device safely, Department of Education, Victoria.

BYO Device Program Supported Device Requirements

Please note, each year the minimum specifications for iPads may change due to Apple not supporting earlier iPad devices.

Lower School – Years 1,2,3

Lower school children are invited to bring an iPad as detailed below. If you have any questions around the suitability of your iPad, please email byod@birkdalesouthss.eq.edu.au with the subject Device Suitability Check

Option 1   **iPad Minimum Specification**

- iPad Air 2
- 16GB of storage for existing iPads (you will have to clear the iPad regularly as it will fill up quick)
- 32GB is now the minimum to purchase for new iPads

Option 2   **iPad Recommended Specifications** – Good for new purchases

- iPad 7 (2019) Model
- 32GB Storage, optional 128GB upgrade

Option 3   **iPad High End Specifications**

- iPad Pro (2018) Model
- 64GB Minimum, optional 256GB and 512GB upgrade

Notes

- **We do not recommend bringing/purchasing an iPad mini as Apple have stopped producing new models and the screen size is too small for some applications.**
- We do not recommend an iPad with cellular capabilities as this will allow your child <u>unfiltered access to the internet</u> as well as the potential for a large phone bill due to excessive cellular use.

Recommended Extras

- **Strong protective cover** – This reduces the chances of cracked screens and damage to the iPad. A case that covers the entire iPad is recommended.
- **Stylus/Apple Pencil** – All iPad pros and iPad 6 (2018) support apple pencil. Older iPad's support generic stylus
- **Detachable Keyboard** – Some cases come with keyboards, iPad Pro's have an official smart keyboard
- **Extended Warranty** – Depending on where you purchase your iPad, they may provide their own extended warranty. Apple also offer extended warranty called AppleCare.
- **Accidental Damage Protection** – Purchased with the device. Reduces the cost of repairing an iPad if it is damaged accidently. The AppleCare warranty above comes with two accidental damage incidents.

Information and App Lists

The school has an iTunes U course available that is accessible from the iPad containing important information about the program, as well as the apps required for each class.

Upper School – Years 4,5,6

In the upper school, students have the option of **bringing an iPad** as detailed above, as well as the option to bring a laptop. If you have any questions around the suitability of your device, please email byod@birkdalesouthss.eq.edu.au with the subject Device Suitability Check

Minimum Specification

Good for bringing an existing device

CPU	4th Generation Intel i3 or better
RAM	4GB+
Storage	256GB SSD or 500GB HDD+
Wireless	5GHz adapter, 802.11 AC recommended
Display	12" Display or Larger
Battery	4 Hours+
GPU	Integrated+

Recommended Specification

Good for purchasing a new device

CPU	8th Generation Intel i or Better
RAM	8GB+
Storage	256GB SSD+
Wireless	5Ghz Adapter, 802.11 AC recommended
Display	12" Display or Larger
Battery	8 Hours+
GPU	Integrated+

Notes

- Please bring a laptop containing windows 8 or above. Most new computers will come with windows 10 installed.
- We do not recommend bringing Apple Mac computers as they can be challenging to use for students and there may be software incompatibility issues

Software Requirements

- **Microsoft Office** (Word, Excel, PowerPoint) – Please **do not pay** for Microsoft office as students can get it for free. Please follow this guide on installing office.
- **Antivirus Software** – An active and current anti-virus software is required. Windows 8 & 10 come with windows defender installed. There are free anti-virus programs available such as AVG, Bitdefender, and Microsoft security essentials

Charging the Device and Battery Maintenance

Devices brought to school will need to be fully charged. **The power supply will not be required to be brought to school.** Leaving power supplies at home reduces the weight of the equipment student's transport to and from school and reduces likelihood of damage and/or loss.

The battery life of portable devices is improving as technological enhancements are made. To get the most out of the battery life of the devices, follow these simple tips:

- Reduce the screen brightness to a comfortable level
- Lock the device screen when not in use
- Close all running apps when not in use
- At least once a week, drain the battery to 0% and fully recharge to 100%. This will aid the life of the battery.

Other Privately Owned Devices

Birkdale South State School will not sanction any other privately owned devices connecting to the school network, other than the devices nominated in the *BYOD program* supported devices section. This exclusion includes all other private devices, and mobile broadband devices. The policy has been enacted to prevent exposure of the school network to security risks.

Mobile Network (3G & 4G) Connectivity…

Due to school-based policy, 3G and 4G compatible devices are not allowed into school. This includes mobile phones, mobile broadband devices and any other device with the capability of connecting to an external cellular network. This policy has been made to ensure that our school network is not compromised and that students are not able to access an unfiltered internet connection whilst at school. Unfortunately there is no way to block a cellular connection from devices with this capability.

Security, Insurance and Finance…

While the BYO devices will be securely stored during break times, parents are encouraged to seek personal insurance. Check with your preferred insurance company (or even the device reseller) about your personal insurance at home and, to and from school, for your device.

The school cannot enter into any finance arrangements with families for the devices.

Damage in transit…

All devices will require a protective case when being transported. This will be an additional cost but is well worth the outlay as it is the best form of insurance for devices and will often protect the device from impacts and accidents. An additional sleeve to place the device in cover in is also recommended.

Damage at school…

All devices are monitored by teachers at school and rules are in place to prevent foreseeable problems and damage however, from time to time, accidents may occur. If any damage to a device is through negligence of the school, the school will cover the cost of repair. If damage is caused by deliberate or careless actions of a student (owner or others), the costs of repair will be passed onto those involved and necessary behaviour consequences may apply. The decision around the responsibility for repair costs is at the discretion of the Principal.

Required apps

Each privately owned device in the BYO program will require necessary apps/software to be installed at the cost of the parent (most are FREE). The list of required apps/software can be found in the Birkdale South State School iTunes U course (search iTunes U for Birkdale South State School) and is also available for android devices.

At Birkdale South State School, criteria is used to select required apps for the BYO Device Program (final approval for app/software selection is by the Principal or delegate). The levels of required apps/software at Birkdale South SS are:

➢ Whole School (all classes at Birkdale South SS use these apps/software)

- ➢ Year Level (all classes in a year level use these apps/software)
- ➢ Class Specific (all students in a class use these apps/software)
- ➢ Individual Student Specific (based on the learning needs of individual students. These will be negotiated between teacher and parent)

An apps/software audit will occur at the end of each year to finalise required apps/software for the following year. Birkdale South SS will endeavour to monitor apps/software for changes to ensure they continue to comply with our apps selection process.

Apps may be requested by the individual classroom teacher to support class learning or recommended to individual students to support individual students' specific learning needs.

Student Participation Agreement (BYO Device Program 2020)

General Use
1. I understand that the minimum specification is **outlined in the charter document.**
2. I understand it is recommended that I **bring my personal device to school each day** inside its case/cover.
3. I will ensure the **device is charged** and ready to use at the beginning of each school day.
4. I will hold the **device with two hands** when carrying it and **will walk** with it at all times.
5. I will **ensure my device is kept in my school bag on my trip to and from school.**
6. I will **keep food and drinks away** from my device at school.
7. I will **immediately report any accidents or breakages** to my parents and teachers.
8. I will **only take photos and record sound and video** when granted permission by my teacher.
9. I will follow all staff directions in relation to the use of my device.
10. I understand that if any damage to a device is through substantiated negligence of the school, the school will cover the cost of repair. If damage is caused by deliberate or careless actions of a student (owner or others), the costs of repair will be passed onto those involved and necessary behaviour consequences may apply. The decision around the responsibility for repair costs is at the discretion of the Principal.

Content
1. I will use the device only to **support my school learning program** whilst at Birkdale South State School.
2. I permit my teachers and parents to **perform checks** to monitor that I have not installed illegal / unsuitable software and content and to check the websites which I visit. I understand there will be **consequences** for inappropriate use including, but not limited to, loss of privilege of using the device for a period of time.
3. I will ensure there is adequate free storage available on my device for classroom use. Social networking apps are not permitted and only appropriate pictures and videos are to be stored on the device.
4. I am responsible to ensure my device is **backed up**.

Safety and Security
1. Whilst at school, I will only connect my device to Department of Education's filtered Internet service, Department of Education's Managed Internet Service only. When devices are used at home, parents are advised to monitor student online activity.
2. Whilst at school, I will **only go to websites** that support my learning activities.
3. I will only use my **school email account** for mail related to my learning.
4. Electronic messaging, communications and file transfer may be used for **educational purposes only**, under the direction of your teacher.
5. I will not reveal names, personal details or images of myself or others, online or in electronic communication unless it is safe and you are authorised to do so. Parents and students are encouraged to visit the government eSafety site at https://www.esafety.gov.au/ and discuss online safety and privacy. Birkdale South is working on gaining eSmart verification.
6. I will **only take photos and record sound and video** when granted permission by my teacher.
7. The school name, crest or uniform must not be used in any way which would result in a negative impact for the school and its community. I will not post photos, audio or video of such.
8. I will use my device lawfully and in accordance with the *Appropriate Use/Behaviour of School Network* guidelines regarding **ethical use** of equipment, technology, use of legal software, use of the Internet and the protection of personal data.
9. For security reasons, I am **not to share account names and passwords** with anyone unless requested by *Birkdale South State School* staff when servicing the device.
10. I am **responsible for the security and use of my device while at *Birkdale South State School*.** Lockable storage will be provided for students to place their equipment during lunch and play breaks.

I have read and understand the Birkdale South SS BYO Device Program Charter and the Birkdale South SS Responsible Behaviour Plan for Students. I agree to abide by the guidelines outlined by both documents.

I am aware that non-compliance or irresponsible behaviour, as per the intent of the Charter and the Responsible Behaviour Plan, will result in consequences relative to the behaviour, to be determined by the school.

I understand that these expectations also apply when using other school technology equipment.

Name of Student:_____   Student Signature: _____

Name of Parent: _____   Parent Signature: _____

Date: _____   2020 Year Level: _____