

Court Fields School

Bring Your Own Device (BYOD) – Student Acceptable User Policy.

Purpose

Many students' lives today are filled with media that gives them mobile access to information and resources 24/7. Outside school, students are free to pursue their interest in their own way and at their own pace. The opportunities are limitless, borderless, and instantaneous. In an effort to put students at the centre and empower them to take control of their own learning, the school will allow students to use personal technology devices. Students wishing to participate must follow the responsibilities stated in the BYOD Acceptable Use Policy as well as the following guidelines

This Acceptable User Policy helps educate, inform students about the use of their technology on the school site.

Device Type

For purposes of BYOD program, a device means any privately owned wireless and/or portable equipment such as laptops, notebooks, smart phones, tablets, ipads, cameras or any device capable of accessing the internet etc.

Guidelines

Internet

Students will be able to access the schools wireless internet connection once the AUP document has been read, signed and returned to the ICT network manager. The school will provide a filtered internet connection which is managed by Court Fields School. Only the internet connection provided by the school may be accessed while on the school site.

Security and Damages

The responsibility to keep the device secure rests with the individual owner. The school, nor its staff or employees, are liable for any device stolen or damaged on the school site. If a device is stolen or damaged, it will be handled through the school policies similar to other personal belongings. It is recommended that decals, other custom touches and UV markings are used to physically identify the device. Protective cases should be used as well. If the device is capable of being GPS tracked then this should also be activated.

Parents/Carers are strongly advised to make sure that any device is adequately insured against accidental damage or theft before they allow students to bring it into school.

BYOD Student Agreement

The use of technology to provide educational material is not a necessity but a privilege. A student does not have the right to use his or her mobile device while at the school. When abused, privileges will be taken away.

Students, parents or guardians partaking in BYOD must adhere to the school behaviour policy as well as the e-safety policy and the associated Student Acceptable User policy.

Additionally, technology:

- Must be in silent mode during lesson time
- May not be used in tests or exams and must be handed in to the exam invigilator.
- Must only be used to access files or internet sites which are relevant to the curriculum. Games are not permitted

Students acknowledge that:

- The schools network filters will be applied to the internet connection and attempts will not be made to bypass them, if attempts are made they will be logged by the system
- Their personal device is virus protected and is not capable of passing on infections to the schools network
- Hacking, damaging or by passing the school internet security procedures is against the school policies
- The school has the right to collect and examine any device that is suspected of causing problems, either technical or from abuse of other school policies
- Printing from personal devices will not be possible
- Personal technology is charged prior to bringing it to school and runs off its own battery. Charging will not be possible during the school day

Court Fields School – Bring Your Own Device (BYOD) Agreement

Please read and sign the BYOD agreement. No student will be allowed personal technology devices unless the agreement is signed and returned.

Students, parents and guardians participating in BYOD, must adhere to all school policies.

- Students take full responsibility for their devices. The school is not responsible for the security of personal technology. Personal devices cannot be left on school property before or after school hours.
- Parents/Carers are responsible for making sure that any personal devices are insured for accidental damage and theft.
- Devices cannot be used during tests or exams. The school retains the right to confiscate and examine any device
- Devices can only be used in lessons with the permission of the teacher.
- Students must immediately comply with the teachers request to shut down or close devices. Devices must be in silent mode and put away when asked by teachers
- To ensure appropriate network filters, students will only use the school internet connection and will not attempt to by-pass this.
- Students must make sure that their device is virus protected and is not capable of infecting the school network.
- School reserves the right to inspect a student's personal device if there is reason to believe that the student has violated School policies, BYOD Acceptable Use Policy, administrative procedures, school rules or has engaged in other misconduct while using their personal device.
- Violations of any school policies, administrative procedures or school rules involving a student's personally owned device may result in the loss of use of the device in school and/or disciplinary action.
- The student may not use the devices to record, transmit or post photos or video of a person or persons on campus unless directed to do so and under supervision from a teacher. Nor can any images or video recorded at school be transmitted or posted at any time without the express permission of a teacher.
- The student should only use their device to access relevant files, programs and/or applications.

*Disclaimer:

As a **student** I understand and will abide by the above Agreement, BYOD Acceptable Use Policy and guidelines. I further understand that any violation of the above may result in the loss of my network and/or BYOD privileges as well as other disciplinary action.

As a **parent** I understand that my child will be responsible for abiding by the above policy and guidelines. I have read and discussed them.

*A link to the digital acceptance form will be circulated in the first week of term to ALL students in Years 7- 11

Parent signature	Student signature
Date	Date