



BYOD Learning Program

Bring Your Own Device Handbook

The BYOD Digital Learning Program

BYOD – What is it?

BYOD (“Bring Your Own Device”) is an established program that allows students to bring their own laptop into the classroom. In education, BYOD began in Universities more than a decade ago as tech savvy students demanded better access and forward-thinking administrators recognised that allowing the use of BYO devices would result in more personalised educational experiences.

Future Focused

Sunshine Coast Grammar School is committed to providing supportive and flexible learning environments for all students. Mobility is changing the face of education with more schools investing in bring-your-own-device schemes where students are not only allowed but encouraged to replace textbooks with their personal electronic learning tools.

With rapid global technological advances, we are seeing a new generation of learners, along with exciting opportunities for modern teaching and learning. Technology has had an impact on the way we think, acquire knowledge and collaborate globally.

Grammar’s technology landscape has continually evolved over the past decade. Whilst mobile devices have been available for students in the form of netbooks and laptops, BYOD fulfils the personalised mobile device experience for student learnY



Frequently Asked Questions

General FAQ

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For the most part, an up-to-date browser and an office suite is all that is required for day-to-day operations. Grammar will publish a listing of software that is recommended and available:

Free (Licensed or Open Source)

Grammar staff members reserve the right to request that a student disable their 3G/4G connection.

N i Th k t w i c b c t Creating an AD-HOC personal hotspot is seen as a rogue network/threat on our monitoring systems and as such is prohibited. Violators may have their devices confiscated, their participation in the BYOD program restricted, and be subject to other disciplinary action.

Responsibilities FAQ

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Students from Years 5 – 12 will be expected to bring their own technology to school on a daily basis. BYOD devices are expected to be well maintained, up-to-date and fully charged. Devices must meet the minimum requirements for their particular year level. All students must read and sign the BYOD Terms and Conditions. Part of this

It is critical that students have a backup of computer data. For this reason, Grammar ICT Services recommends that students purchase an external hard drive at the same time the device is acquired. We also encourage the use of cloud-based applications like OneDrive to back-up data. Backing up files daily is ideal, but weekly is acceptable.

Protocols FAQ

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Terms and Conditions

- 3.8. Students may not use any devices to record, transmit or post photos or video of a person without their knowledge and consent. Images, video, and audio files recorded at school may not be transmitted or posted at any time, without the permission of a Grammar Staff member.
- 3.9. The student should only use personal technology devices with consent and under the supervision of a Grammar staff member.
- 3.10. All users are should utilize the schools secured wireless network to access the Internet. If a

Access

All students are entitled to access the ICT resources and services provided by Grammar and teachers have the right and responsibility to manage student use of School ICT resources and services to ensure safe, fair and equitable access

To ensure fair and equitable access the School may impose quotas on the use of ICT resources and services including print, file storage, email and internet download

Where quotas exist, students are

Use and Operation – BYOD Digital Learning Program

Students are required to bring their BYO device to school each day or as directed by the School

Students are to ensure that their BYO devices fully charged for the commencement of each school day

Students are expected to take their BYO devices to every class unless directed otherwise by the teacher

The students should ensure their BYO devices are never be left unattended

Students should always remain alert to the security of the device, and should not draw the attention of strangers to the presence of the device in the school bag

Students may install files, software and devices onto their BYO devices (only) as required if:

- l The files, software and devices do not adversely affect the performance of the device
- l the installation does not infringe or violate copyright laws
- l the files, software and devices do not contravene the ethos and expectations of the School

Students may be required to provide software licences or proof of ownership / purchase for any installed files or software found on a student's device

Students are not permitted to network their BYO devices for the purpose of network gaming, or file sharing beyond that which is required by School staff

Students must adhere to the laws concerning copyright and other intellectual property rights

Downloading and storage of illegally obtained music and other unapproved files/software is strictly prohibited

Use of the BYO devices camera and sound recorder at school is restricted to educational use as directed by a teacher. Students are not permitted to use the camera or sound recorder at school unless instructed to do so by a teacher

Internet Filtering does not extend outside of the school grounds or users with 3G and 4G access outside of Bell-to-Bell Mobile Policy. Responsibility for safe use of the internet outside of the School network remains the responsibility of the parent / guardian / family.

Internet and Email Responsibilities

Internet access will be made available onsite for the purpose of communication, research, and education. The School will endeavour to provide Internet access that is safe and appropriate for the maturity level and needs of student users.

Internet and email services are provided as an educational research tool and must not be used to visit inappropriate sites or online game sites

Use of email and other communications technologies should respect and practise the principles of Sunshine Coast Grammar School.

This includes:

- l Communicating only in ways that are appropriate and respectful. Harassing, insulting, defaming or attacking others through any digital communication amounts to cyber-bullying and is not acceptable
- l Not using vulgar or obscene language in any electronic communication
- l Not sending emails or posting comments that contain information, which is abusive, impolite, offensive, defamatory, inaccurate or illegal
- l Not sending spam, chain letters, or other mass unsolicited mailings

Internet sites should be visited only when the content is likely to be acceptable within the ethos and guidelines of the School. Inappropriate sites visited by accident should be closed and immediately reported to the supervising teacher or ICT Help Desk

Access to the internet is filtered and monitored. Inappropriate sites include, but are not limited to:

- l Sites that are illegal
- l Are pornographic or contain inappropriate or obscene sexual material
- l Advocate hate or violence
- l Advocate racism, sexism, or gender bias
- l Contain discriminatory material
- l Offer inappropriate games or software

