



Bring Your Own Device (BYOD) Policy 2023/2024

Bring Your Own Device (BYOD) Policy



Introduction

Welcome to Rosary School's Bring Your Own Device (BYOD) Policy for Students. In an ever-evolving digital landscape, we recognize the importance of integrating technology into the learning process, fostering digital literacy, and preparing our students for the challenges and opportunities of the digital age. This policy outlines the rules, guidelines, and expectations for students as they bring their personal electronic devices to school, from FS2 to Year 7.

By establishing a responsible and inclusive BYOD environment, we aim to create a safe and productive learning space that harnesses the educational benefits of personal technology. This policy reflects our commitment to promoting responsible device usage, ensuring equitable access to educational resources, and upholding the highest standards of digital citizenship.

Please read this policy carefully to understand your rights, responsibilities, and the parameters within which personal devices can be used within the school. Compliance with this policy is essential to ensure a conducive and secure learning environment for all. We encourage all members of our school community to embrace the opportunities and challenges of the digital age responsibly and with respect.

Thank you for your commitment to responsible device usage and for being a part of the Rosary School community.

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Scope:

- **Introduction:** This policy outlines the use of personal electronic devices by students in Rosary School, from FS2 to Year 7.
- **Eligibility:** Applies to all students from FS2 to Year 7.
- **Devices Covered:** Includes laptops and tablets.
- **Network Access:** Access to school Wi-Fi for educational purposes.
- **Ownership and Responsibility:** Students are responsible for their devices.
- **Duration:** Daily during school hours.

Purpose:

- **Enhanced Learning:** Empower Rosary students with educational resources.
- **Digital Literacy:** Foster responsible use of technology.
- **Prepare for the Digital World:** Equip students for future technological demands.
- **Personalized Learning:** Support customized learning experiences.
- **Cost-Efficiency:** Ensure access regardless of financial constraints.
- **Collaborative Learning:** Encourage cooperation and resource-sharing.
- **Responsible Use:** Promote ethical and respectful online behavior.
- **Security and Privacy:** Protect students and the school network.
- **Continual Improvement:** Update policy to align with technology trends.

How will students access the Internet?

- Students can scan the QR code in the classroom to connect to the dedicated Wi-Fi access. We can then monitor internet use and take action if we find inappropriate use. Certain sites are already blocked. Also, they can ask for the help of teachers to connect to the student network.

Eye Protection

- It is advisable to use antiglare eye protection glasses or antiglare screen protectors to safeguard the eyes. Also enable blue light protection from settings or use low brightness.

Where can I charge my device?

- Students need to charge their device at home to ensure they are suitably prepared for the school day.

Will the devices be safe in school?

- The school cannot be responsible for devices in school. Students should keep their laptop/tablet with them during lesson time and lock them in their lockers when not in use. Parents are advised to document the serial number and ensure the laptop/tablet for loss or damage in the unlikely event that there is an issue.

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Will students use their devices in each lesson?

- Devices will not be used in every lesson, but the advantage of this policy is that they can be easily used for parts of lessons. The actual use of devices will vary in each lesson.

What about technical support?

- We have a dedicated team of IT technicians in school who will be able to provide help for students accessing our systems. Hardware issues with student devices will need to be fixed outside of school. There will be a small number of emergency devices in school that students can borrow if their device is not working. Please note that the technical support team can only provide assistance to students if software is genuine, and the language is set to English.

School is in no way responsible for:

- Personal devices that are broken while at school or on off-site school activities
- Personal devices that are lost or stolen at school or on off-site school activities
- Personal data that is lost or stolen at school or on off-site school activities
- Maintenance or upkeep of any personal device

Security Measures:

- **Inside the school campus:** we have separate internet networks for students, which will be monitored through the licensed firewall. The firewall can limit access to specific websites / APPS and content deemed inappropriate or unsafe for the students.
- **From Parents side:** Parents must use the parental control app to monitor the activities of their child. Some of the parental control options are listed below.
 - **For Android devices:** <https://www.youtube.com/watch?v=XXCM3UYwAMw>
 - **For IOS devices:** <https://www.youtube.com/watch?v=g-8eFa9Ib3I>
<https://www.youtube.com/watch?v=pDwOeoc6LAW>
 - **For Windows Devices:** <https://www.youtube.com/watch?v=8j2nXSPB4t4>

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Device Requirements:

- Please find the minimum requirement for the device's students can bring to the school for educational activities.

Device	Specs	Details
Tablet	RAM	2 GB
	Internal Memory	32 GB or above and can be expandable
	Screen Size	8 inch or above
	Operating System	Android, IOS, Windows
	SIM Card	SIM cards are not recommended If you already had the device with SIM card slot, please do not put SIM card on the slot. (The reason is student can access the internet without using the school network, so that school can't track the internet activity of your child)
Laptop	Processor	Processor Base Frequency- 2.3Ghz or above (E.g.: intel Core i3)
	RAM	4GB or above
	Hard disk	256 Gb or above (Good to be SSD but not mandatory)
	Screen Size	Any compatible size

Examples for Devices in the market (Not Mandatory):

- Samsung Galaxy Tab A8, A9 (Android)
- ipad- A2602, A2604 A2603, A2605 (IOS)
- Samsung Galaxy Book 10.6, Lenovo Tab P11 (Windows)

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Acceptable Use Policy

All students and a parent or legal guardian must review and agree to the Acceptable Use Policy.

Guidelines for Students:

1. The student is fully responsible, at all times, for their personal laptop. school is not liable for any loss/damage/theft or any monetary charges that may occur while the student is using the device.
2. Approved devices must be in silent mode while on school campus, unless otherwise allowed by a teacher.
3. Students required to bring their own headphones. Headphones may be used with teacher permission.
4. Devices may not be used for non-instructional purposes.
5. Devices should be sufficiently charged before the start of school every day.
6. Students may not use devices to record, transmit, or post photographic images or video of a person or persons on campus during school hours or during school activities, unless otherwise allowed by a teacher.
7. Devices may only be used to access computer files on internet sites which are relevant to the classroom curriculum.
8. Students must ensure they have the latest software installed on their devices, relevant to the subject area.
9. It is the student's responsibility to maintain sufficient memory capacity on their device to enable its use for educational purpose.
10. Devices must have appropriate protection/cases allowing easy carrying of the devices.
11. The school behaviour Policy is applied if students fail to adhere to these guidelines.
12. . If reasonable belief exists that the student has violated the conditions of this agreement the student's device may be inspected and/or confiscated. Subsequent or additional disciplinary action involving misuse of technology may extend to loss of technology privileges or further action as determined by the Head of school.
13. Students are expected to bring in their device each day on the assumption that the teacher may elect to use them for their lessons.

Students and Parents/Guardians acknowledge that:

1. The school's network filters will be applied to a devices' connection to the internet and any attempt to bypass the network filters is prohibited.
2. School is authorised to collect any device that is suspected of breaching the BYOD policy, the data protection and information security policy for the suspected source of an attack or virus infection. If the device is locked or password protected the student concerned will be required to unlock the device at the request of authorised staff with a parent present.
3. All students involved in the BYOD program will supply their own devices and be responsible for its safety, whilst on the school premises
4. School is not responsible for restoring devices where passwords have been forgotten or the device is locked.
5. School is not responsible liable for loss or damage of student's personal devices or cases.
6. Any student in breach of this BYOD policy will result in the application of the School Behaviour Policy, possibly leading to confiscation of the device.

Lost, Stolen, or Damaged Devices:

- Each user is responsible for their own device and should use it responsibly and appropriately. The school will take no responsibility for stolen, lost, or damaged devices, including lost or corrupted data on those devices.

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Summary of the BYOD Policy for Students at Rosary School:

- The BYOD (Bring Your Own Device) policy at Rosary School facilitates responsible use of personal devices for educational purposes. This policy recognizes the central role of technology in modern education and encourages students to utilize their own devices to enrich their learning experience while emphasizing the importance of digital responsibility.

"Embracing technology at Rosary School amplifies the learning journey, empowering students to thrive in a digital age while nurturing responsible digital citizens."

Review Date:	25/10/2023
Next Review Date:	13/06/2024

Principal		Date:	
VP		Date:	