

# Seacliff Primary School

## DIGITAL LEARNING PROGRAM: BYOD 2015

BYOD User Agreement 2015

SPS



## DIGITAL LEARNING PROGRAM



# Seacliff Primary School - BYOD User Agreement 2015

## EQUIPMENT

### **Custodianship**

The device brought to school pursuant to this policy must be able to be brought to school by the student on every school day and be solely the student's to use throughout the school day.

### **Choice of equipment**

At Seacliff Primary School an ASUS H100 notebook will be the preferred mobile device for Years 5-7 students to access Information and Communication Technology.

### **Use of alternate equipment**

Equipment which is not an ASUS notebook as specified is not permitted for use in the Bring Your Own Device program in the absence of a separate agreement between the parties for the use of such equipment.

### **STUDENTS WITHOUT AN H100**

Students without an H100 notebook will have use of laptops and PCs as required as is current practice. We are mindful of supporting all students to have equal access to ICTs. School laptops or PCs will not be able to be taken home.

### **Damage or loss of equipment**

#### **Students bring their own device for use at Seacliff Primary School at their own risk.**

Seacliff Primary School will not be responsible for any loss, theft or damage to:

1. the device
2. data stored on the device

while the device is at school or during a school-related activity, absolutely, in negligence or otherwise.

Parents and students should consider whether their device requires insurance and whether specific accidental loss and breakage insurance is appropriate for the device.

In circumstances where a device is damaged by abuse or malicious act of another student, reimbursement may be required. The Principal will, having regard to all the circumstances of the matter, determine whether the other student is responsible for the damage to the device and whether costs incurred in the repair of the device should be borne by the other student.

Students should not bring peripheral equipment, including power charges and cables to school with their device. Liability for damage or loss of peripheral equipment will in all circumstances be borne by the student.

### **Standards for equipment care**

Students are responsible for:

Taking due care of the device in accordance with school guidelines  
Adhering to the DECD and Seacliff Primary School Policies

### **Misuse of equipment and communication systems**

Standard school discipline procedures apply for misuse of the device contrary to this BYOD User Agreement or other school rules.

Examples of action the school may take in cases of misuse include:

1. the device is taken away by a teacher for the remainder of the lesson
2. the device is taken away by a teacher for the remainder of the school day and/or until a parent or carer picks up the device
3. permission for the student to bring their device to school pursuant to the Bring Your Own Device policy is revoked
4. conventional discipline procedures, including detention or suspension where deemed appropriate, pursuant to the school's discipline procedures

### **Acceptable equipment and communication system use**

**Damage to the installed Seacliff SOE image through independently downloaded apps, programs or viruses etc., will be at the full and sole cost of the owner to re-install the Seacliff SOE image.**

Use of the device during the school day is at the discretion of teachers and staff. Students must use their device as directed by their teacher.

The primary purpose of the device at school is educational.

Students must bring their device to school fully charged.

### **While at school, all material on the device is subject to review by school staff**

Students are to connect their device to the designated wireless network only. Students are not to connect their device to other wired, wireless or cellular networks whilst at school.

Students are not to create, participate in, or circulate content that attempts to undermine, hack into and/or bypass the hardware and software security mechanisms that are in place.

## **Privacy and Confidentiality**

Students will:

- never publish or disclose the email address of a staff member or student without that person's explicit permission
- not reveal personal information including names, addresses, photographs, credit card details and telephone numbers of themselves or others
- ensure privacy and confidentiality is maintained by not disclosing or using any information in a way that is contrary to any individual's interests

## **Intellectual Property and Copyright**

Students will:

- never plagiarize information and will observe appropriate copyright clearance, including acknowledging the author or source of any information used
- ensure that permission is gained before electronically publishing users' works or drawings. Always acknowledge the creator or author of any material published
- ensure any material published on the internet or intranet has the approval of the principal or their delegate and has appropriate copyright clearance

## **Misuse and Breaches of Acceptable Usage**

Students will be aware that:

- they are held responsible for their actions while using internet and online communication services
- they are held responsible for any breaches caused by them allowing any other person to use their elearning account to access internet and online communication services
- the misuse of internet and online communication services may result in disciplinary action which includes, but is not limited to, the withdrawal of access to services

## **Monitoring, evaluation and reporting requirements**

**Students will report:**

Any internet site accessed that is considered inappropriate

Any suspected technical security breach