St Joseph's School Northam

2021 BYOD Program

Parent Handbook

INTRODUCTION

Rationale
"Through the practical application of technologies including digital technologies, students develop dexterity and coordination through experiential activities. Technologies motivates young people and engages them in a range of learning experiences that are transferable to family and home, constructive leisure activities, community contribution and the world of work."

(School Curriculum and Standards Authority Western Australia, 2017)
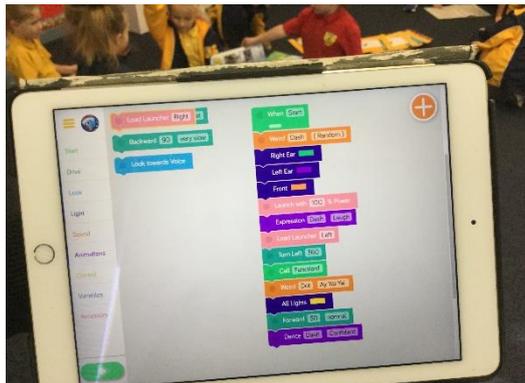
This handbook outlines St Joseph's School policies and structures to support the successful implementation of a **BYOD device program** for our children. The aims of this program are to:

- ❖ provide a student-centred, experience-rich education for the 21st Century, that fosters skills including creativity and innovation, critical thinking, problem solving, decision making, lifelong learning, collaboration and communication;

- ❖ develop responsible digital citizens at St Joseph's School who are creators, not just consumers of technology;

- ❖ facilitate complete student ownership of their learning device and control over their own learning environment;

- ❖ expand the methods of learning and opportunities for differentiated instruction;

- ❖ extend learning beyond the classroom to both bridge the gap between home and school and extend their learning community to include parents, siblings and other important people in their lives.

What is BYOD? BYOD stands for Bring Your Own Device

For the program, we are asking parents to provide a specified device (iPad) for their children. Unfortunately, the cost to the school of providing a school-owned device is not sustainable over the long-term period. Anecdotal evidence supports the notion that children are more likely to care for and become responsible owners of their digital device if it is personally owned. Other reasons include:

- ❖ devices that are parent-funded tend to be better cared for by the students;
- ❖ iPads can be used throughout Years 3 to 6. Devices tend to have at the very least a 4-year life span, therefore only the one device will be required for primary school and it is possible the device may continue to be used in high school;
- ❖ complexities of lease arrangements are avoided.

Why iPads?

There are many reasons why the iPad has been chosen for the BYOD program. The discussion around device selection has taken place at Leadership and staff level. We recognise and acknowledge that no one single device is the perfect fit, but we have chosen the iPad based on several reasons:

- ❖ fast start up - no wasted learning time waiting to log on: multi-media capabilities - camera, video and voice recorder, offer greater opportunities for creativity and sharing as well as the ability to access Office 365 applications as part of the CEWA student suite of products;
- ❖ students can publish, inform, entertain and collaborate with a wider audience;
- ❖ the abundance of Apps and access to information allows students and teachers to pursue areas relevant to classroom learning and Western Australian Curriculum content;
- ❖ a 10-hour battery life means the iPad can be used throughout the entire school day;
- ❖ there is anywhere, anytime access to current information that contains text, sound, images and interactivity;
- ❖ light and portable, easily carried in the school bag and used in the classroom;
- ❖ the iPad is an intuitive device and minimal technical support is required;
- ❖ the iPad facilitates the use of individual, paired, small group and large group work easily;
- ❖ sharing and collaboration are enhanced;
- ❖ devices can be managed by a Mobile Device Management System ensuring students remain on-task (Jamf School formally known as "ZuluDesk");
- ❖ ease of delivery for Apps - supervised and managed by the school using MDM (Jamf School formally known as "ZuluDesk");
- ❖ Jamf School integrates seamlessly with Apple Classroom to streamline the learning experience.

PLEASE NOTE: The iPad mini and the cellular model are not approved for the St Joseph's BYOD Program. If a cellular model is purchased, due to possible breaches of internet security, the 4G sim card will need to be removed from the device before entering the school.

Acceptable Student Use

Each child and parent will be asked to read, understand, sign and adhere to the iPad Code of Conduct Agreement and Acceptable Use Policy at the beginning of the year. This will be in addition to the ICT Student Code of Conduct Policy.

Mobile Device Management

The Jamf School suite of products is the Mobile Device Management (MDM) Profile that will be applied to all the individual iPads. This allows the School to manage the use of the iPads during school hours. The MDM enables the School to send school-specific Apps to the iPad remotely at any time, but also has the functionality to lock iPads to Apps and have personal Apps (such as social media or other distracting Apps) 'disappear' during school hours. For example, a child may have many personal games/social media Apps on the iPad, with Jamf School MDM, we can set the device so that those personal Apps disappear at 8:30am and only reappear again at 3:00pm. It is specifically designed for managing iPads. Some important features of Jamf School are being able to Applock, Weblock, Restrictions, Devices and Check connection of devices.
https://jamf.com

ZuluDesk Teacher is used by the School, whereas *ZuluDesk Parent* can be used by parents at home. This allows parents the same management rights over the iPad as a teacher, but when the child is not at school. For example, when your son or daughter has homework to do on an iPad, it is possible that he or she will be distracted by social media, text messages or gaming. With ZuluDesk Parent, you can restrict the iPad to a specific App for a period of time. During this restriction, it is not possible to receive text messages or push notifications - no distractions!

ZuluDesk Parent is used in a web browser; therefore, it can be used on all web-enabled devices: a computer, any tablet or smartphone. The most important features of ZuluDesk Parent: Applock, Weblock, Restrictions, Device information, Check connection status of device.
https://www.jamf.com/products/jamf-parent/

A BYOD program enables devices to be available to students and teachers throughout the entire day. This does not mean that they will be used for every lesson. Like other learning tools, the use of iPads will depend on the learning activity.

It is essential that the iPad is backed up before enrolment into Jamf School (MDM).

Personal device and use

A child's personal device is their own property. Students are not permitted to use another student's device. Whilst at school, the use of the iPad will fall under the School's policy and guidelines. Students will not be allowed to use the iPad for personal use when they are at school. Please do not contact your child through their device, all communication must go through the School Admin Office.

At home, iPad use will be at the discretion of the parents. Use of personal Apps will not be allowed at school.

Apple prevents the use of children under 13 having an account. Parents should create and manage an account on behalf of their child. Please do not share the password with your child.

iPad Code of Conduct
The iPad is a tool to enhance student learning. Students are to abide by the School regulations concerning the acceptable use of electronic devices and any breach of this Code of Conduct will result in the loss of use of that device.

The use of iPads at St Joseph's School is a privilege, specifically designed to be a resource to enhance student learning and it abides by the School's ICT Policy for Computers. iPads are an expected integrated part of learning in Years 7-12 across all courses, and encouraged for class use through personal devices in Years 3, 4, 5 and 6 and with class sets in all other years within our Primary school. Students in Years 10 - 12 are permitted to bring personal laptops for class use. The appropriate use, internet usage, virus control and accessing online materials applies to these devices in the same manner as with the use of an iPad at school.

The following is to ensure that students are aware of their responsibilities when using any Mobile Devices at School. The use of mobile devices is dependent upon the student agreeing to the following statements:

Digital Etiquette
The standards of conduct expected by digital technology users.
The following is a list of the expectations students are to understand and accept when using mobile devices at school. Students are expected to:
- Provide their device to teachers upon request.
- Follow all teacher directions including when to use the device.
- Have the volume of devices muted or use headphones as instructed by the teacher.
- Use appropriate manners when communicating electronically.
- Provide their device to parents/guardians upon request.
- Devises with be managed by a Mobile Device Management System (Jamf School) and not be removed.
- School programs will take priority over personal data. Teachers have the right to delete personal data and download appropriate apps.
- A device can be confiscated by the teacher at any time if they are used inappropriately. Once confiscated, the device will be taken to Administration, recorded and stored for any time deemed appropriate by the teacher. (All incidences and parent communication will be logged into SEQTA or equivalent school-based behavioural monitoring tool).
- First confiscation – the device is taken to the Office and returned at the end of the day
- Second confiscation – the device is taken to the Office and returned at the end of the week
- Subsequent confiscations – will result in a meeting between the student, parent/guardian and the Head of School.

Digital Access & Use
For full participation as a 21st citizen and to engage with and benefit from a global community, students must be willing and able to adapt and adopt digital technologies to create solutions for everyday situations, enabling a fulfilling, engaging and productive participation in society.

Students are expected to utilise access to various communications offered by the School in an appropriate and safe manner:

- Students are required to maintain their personal device by having it fully charged each morning, updated with the most recent operating system and cleaned, students are also encouraged to place their device into an appropriate cover for device safety.
- Students are required to report any damage immediately to Administration and complete an incident report if caused through malicious intent.
- Students are required to inform their teacher or others when using the camera and audio recording functions and are reminded that they must not publish photographs/video to any online network or shared space, unless instructed by a teacher.
- Students may not access their personal digital devices during recess or lunch.
- Students are required to have the device fully charged at the start of the day, and to keep chargers and cables in their secured lockers.
- Students are required to actively check their school email for communications, this is encouraged at least once every 24 hours.
- Students may not loan their device to another student and are responsible for the safety and use of their device.
- Students must only download appropriately rated applications, programs and audio-visual materials as outlined by the regulations from the Australian Federal Police.

Loss or Damage
It is the student's responsibility to make sure their personal electronic device (iPad or laptop for Years 11 and 12) is kept safe and secured when not in use. The student's parent/guardian will be required to cover the cost of repairing/replacing their child's device due to loss or damage. In the event of theft or deliberate damage whilst at school, students should report the incident immediately to their teacher or to the Head of School.

Where theft occurs whilst not at School, parents should report the incident to the Police. The School does not provide insurance cover for personal mobile devices brought to the school. It is a parent's responsibility to ensure your child's device is covered when away from home.