

Kariong Public School

BYOD 2020



ICT Scope and Sequence
BYOD
Why BYOD?
BYOD requirements
Student responsibilities
BYOD FAQs
Access free software
Google Classroom
Cybersafety

TECHNOLOGY

One of our school's key improvement strategies in our new 2018-2020 Strategic Plan is to develop students' knowledge and understandings of technologies to enable them to respond innovatively to future challenges and needs.

In 2018, we established a **STEM** (Science, Technology, Engineering and Mathematics) classroom for students in Years 2-6 and we changed our RFF (Release from face-to-face teaching) focus to ICT for students from Kindergarten and Year 1. These programs are continuing.

Our ICT Scope and Sequence

We have also developed an **ICT Scope and Sequence** that all teachers use in their daily programs. The scope and sequence covers teaching and learning in the following ICT areas:

1. Managing and operating computer-based technologies
2. Communicating including word processing, database and spreadsheet skills
3. Creating including multimedia, animations, robotics and coding skills
4. Investigating using the Internet and email
5. Ethics and cybersafety

Digital Technologies and ICT are integral parts of everyday teaching and learning at Kariong Public School.

All teaching and learning spaces (including the library, STEM room, Computer lab and tiered learning classroom) have an Interactive Whiteboard with Internet connectivity.



BYOD

What is BYOD?

“Schools can allow students to bring devices to school for the purpose of learning. The term “device” refers to any mobile electronic technology, including assistive technologies, brought into the school, which is owned by the student, and which has the capability of connecting to the department’s Wi-Fi network.”

[NSW Department of Education](#)

At Kariong Public School we are implementing a BYOD program in 2020. All Year 5 students will be participating in the BYOD program in 2020.

In this section, you will find information on the implementation of the BYOD Program, for students, parents and caregivers. If you require further information, please seek the advice of your child’s class teacher or the ICT Team Leader at Kariong Public School.

Why BYOD?

There are many reasons to go BYOD at Kariong Public School. These include:

- Personalised and differentiated learning where work can be adjusted to the learner’s needs
- Allowing students more control of their learning
- Building and strengthening students’ organisation skills and sense of responsibility
- Engaging and motivating students to do their personal best.

Educational research indicates that:

- Technology is already an integral part of students’ lives and therefore technology should be an integral part of learning in the 21st Century
- Students are more motivated to learn and more engaged in classroom activities when using their own personal technology device
- A BYOD program strengthens the learning links between the home and school environment.

BYOD Requirements

Our school has selected **Chromebooks** as the standard device as they are suitable for classroom use. They are very lightweight, fast to boot, have long battery life, have a free operating system, are very mobile and have much less risk of virus and malware. If your child already has a Windows laptop that you would like to trial please contact the School Office on 02 4340 1885 to obtain the specifications.

PLEASE NOTE: MOBILE PHONES/ IPODS/ IPADS ARE NOT APPROPRIATE BYOD DEVICES.

PLEASE ENSURE YOUR CHROMEBOOK MEETS THE FOLLOWING SPECIFICATIONS:

Wireless connectivity: The department's Wi-Fi network installed in primary schools operates on the 802.11n 5Ghz standard. Devices that do not support this standard WILL NOT be able to connect.

SPECIFICATION	MINIMUM REQUIREMENT
Wireless connectivity	802.11a/b/g/n wireless.*Required to access DoE Wi-Fi 2.4Ghz or 5Ghz standard
Antivirus	Antivirus software is already installed and automatically kept up-to-date on all Chromebooks.
Software	Google Chrome is already installed on all Chromebooks
Battery life	A minimum of 8hrs battery life to last the school day. Charging of devices WILL NOT be permitted at school.
Storage and RAM	At least 16 GB Free storage and 4 GB RAM to process and store data effectively.
Screen Size	11.6" or greater

Ergonomics: Reasonable sized screen, sturdy keyboard and mouse to enable continuous use throughout the day.

Other considerations

Casing: Tough and sturdy protective casing to avoid breakage.

Weight: Lightweight for ease of carrying.

Durability: Durable and strong.

Accessories

Carry case: Supply a carry case or skin to protect the device.

Insurance and warranty: Be aware of the terms of insurance policies/warranties for the device. The school will not accept responsibility for loss or breakage.

STUDENT RESPONSIBILITIES

All students participating in the BYOD program must take responsibility for the use of their device whilst at school. The school will not take responsibility for any damage to or theft of a personal device.

The student Agreement and Student Responsibilities can be viewed on the school website <https://kariong-p.schools.nsw.gov.au/learning-at-our-school/science.html>

All students participating in the BYOD program must return a signed Student Agreement before they will be allowed to participate.

The BYOD Student Agreement should be read carefully by the participating student in the company of a parent or caregiver. Once the agreement has been read, both the student and the parent/ caregiver are required to sign the Agreement.

Students and parents need to be aware that:

- Devices will be used for the purpose of learning only. Teachers and staff are allowed to exercise discretion in the use of BYOD in the classrooms.
- Students are responsible for securing and protecting their devices at school. They will be stored in classrooms when NOT in use.
- Students are responsible for the maintenance and upkeep of their devices. Technical Support can not be provided by the school.
- Students and their parents/caregivers are responsible for arranging their own insurance and should be aware of the warranty conditions for their device.

BYOD FREQUENTLY ASKED QUESTIONS

Q: Why has the school selected Chromebooks?

A: Teachers have been researching BYOD during 2018-2019 and visiting schools that have already implemented BYOD programs. Chromebooks are reasonably cost effective, they are very secure, cybersafe and lightweight. Chromebooks also have the ability to update automatically in the background and they start up very fast (starts in seconds) so that students can get on with their lessons efficiently.

Q: Can my child's device be charged at school?

A: Charging devices will not be allowed at school. Please ensure that devices are fully charged before bringing into school (charge the night before). It is recommended that devices have at 6- 8 hours battery supply without having to be recharged.

Q: What software will my child's device require?

A: The device must have Google Chrome browser as it is the preferred browser when using Google Apps for Education. Students will also need to access G Suite (Google Apps for Education) from their student portal. Please click [Access Free Software](#) for full details of how to download software and access Google Apps for Education.

Q: What about Cybersafety. Will there be an internet filter applied when the device is used at school?

A: The students will be using their DoE username and password to access the NSW Department of Education filtered internet service (the same way they currently access the internet at school). The students are taught Cybersafety within the Computer Lab and this is reinforced within the student's classroom. Students are reminded not to share usernames and password and to inform an adult immediately if they feel bullied, unsafe or uncomfortable.

Cybersafety should also be reinforced at home. The A to Z Website is a great resource for parents, full of very useful tips to help you prepare your child to become a positive digital citizen, [A to Z Website](#)

Q: Where will the devices be stored once they are at school?

A: The devices will only be used within the classroom whilst at school. Students will not be able to use their devices in the playground and during lunch and recess breaks. The devices will stay within the classroom unless approved by the teacher or principal for educational purposes. When students arrive at school, prior to the bell, students should leave their devices in their bags in their protective cases or in the classroom with approval from the teacher.

Q: What should my child know about travelling to school with their device?

A: Whilst travelling to school, students should leave their devices in their bag and never leave their bag unattended. If travelling by bus, it is recommended that students rest their bag on their laps, rather than leaving their bag in the aisle where they are at risk of being damaged.

Q: What if my child's device is lost or damaged?

A: Any damage or loss to a device that a student brings to school will be the student's responsibility. The school will not accept responsibility for any loss or damage. **Families may choose to consider purchasing insurance and/ or extended warranty for the device.**

Q: What if I do not want my child to participate in the BYOD program?

The BYOD program at KPS is an optional program, therefore participation is not compulsory. If a student does not bring a device to school, they will have access to shared school owned devices and will fully participate in all classroom activities at school. The aim of the BYOD program is to cater to the parents and students within the school that would like a BYOD option to be available.

Q: How are students' Chromebooks kept safe during the day?

Chromebooks will be stored in classrooms during the day.

Q: What are the consequences for breaking the Student Agreement?

Inappropriate use of digital devices and online services will be managed and reported in accordance with Kariong Public School's Student Wellbeing and Discipline Policy.

The consequences may include no or limited access to the Internet services for a period of time and/or disciplinary action if needed. The school reserves the right to inspect a student's personal device if there is a reason to believe that the student has violated school policies, school rules or has engaged in other misconduct while using their personal device.

Q: Can students use their laptops to take photos, videos or sound recordings of other students or members of staff?

Students should NOT take photos, videos or voice recordings of other students or members of staff without their consent or knowledge. They are not allowed to transmit or post photos, videos or sound recordings taken at school without the express permission of a teacher.

If students transmit or post photos, videos or sound recordings without teacher consent then it will be considered as a breach of the student BYOD agreement. The consequences will include no or limited access to the Internet for a period of time and/or disciplinary action if needed.

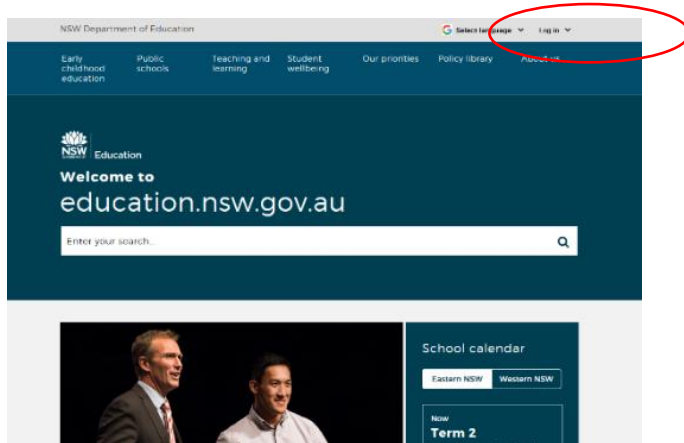
ACCESS FREE SOFTWARE

How to Access Software and Google Apps for Education

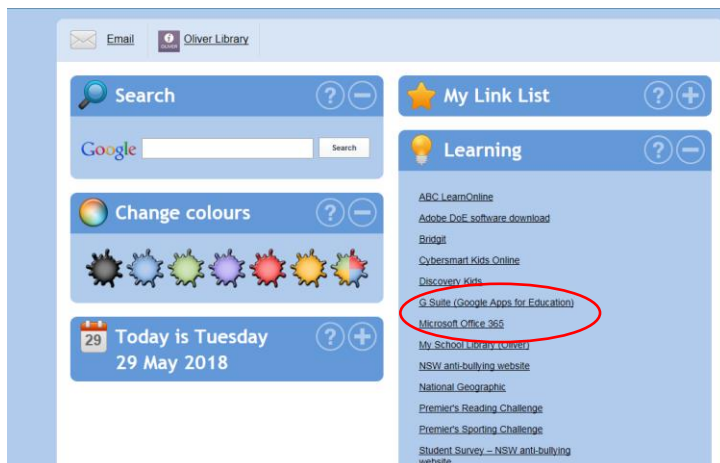
The Department of Education has provided free access to G Suite (Google Apps for Education) and Office 365 to all DoE students and teachers.

To access G Suite and Office 365 the students will need to login to their student portal. The student portal can be accessed via the [DoE Home Page](#).

Login is in the top right side of page.



Once the students login to their Student Portal, they can access G Suite (Google Apps for Education) Click 'more' to show the G Suite link.



GOOGLE CLASSROOM

To allow students to access their schoolwork anywhere, anytime and on any device teachers in the senior classes are using Google Apps for Education and Google Classroom.

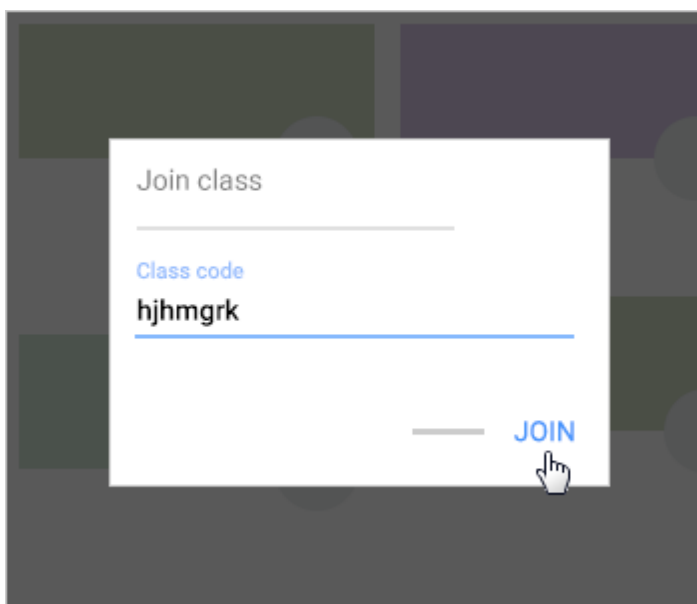
Students navigate to Google Classroom through the Student Portal.

Go to the “My Learning” section, select “I’m a student” then select Join Class and enter the CODE that the teacher has provided.

1. At the top, click Add + > **Join class**.



2. Enter the class code your teacher gave you and click **Join**.
A class code consists of 6 or 7 letters or numbers. For example, **hjhmgrk** or **g5gdp1**.



Once students join their Google Classroom they can email the teacher, get assignments from the teacher and attach their draft or completed work. When a student joins a Google Classroom, they are enrolled in that class on all devices.

CYBERSAFETY

Student wellbeing is paramount at Kariong Public School and the safe use of ICT, particularly when online is fundamental to KPS Technology programs.

All teachers are trained to support their students' safe use of ICT. All students, from K - 6, are taught age appropriate skills and strategies to manage their safety whilst using ICT through the school's ICT and Digital Technologies Scope and Sequence.



The eSafety website, developed by the Australian Government, provides a range of useful resources to help you and your child browse the internet safely. Learn about what children do online and learn some strategies to help them be cybersmart as they grow up.

Please click the eSafety link below and discuss online safety with your child.

[eSafety Information](https://esafety.gov.au/esafety-information) (https://esafety.gov.au/esafety-information)

It is recommended that your child be supervised when using the internet and only be allowed to use the internet in a public place within the house.