

## **Student “Bring Your Own Device” (BYOD) Policy**

### **Policy Statement**

This policy is intended to be a guide for the safe and appropriate use of student BYODs at Whittlesea Secondary College.

### **Definition of a BYOD.**

At the current time, the only BYODs that can be given access to the College network resources are laptops, MacBooks and tablet PCs running **Windows 7** or **Apple OS 10.7 or above**.

### **Aim**

The aim of this policy is to facilitate improved teaching and learning through the appropriate use of student BYODs at Whittlesea Secondary College during the school day and in other places and at other times. The use of BYODs is intended to facilitate a seamless interface between classroom activities and study, research, homework and relevant learning beyond the classroom.

### **Students and Parents should be aware of the following:**

While a student’s BYOD is using the College’s network infrastructure the following policies and agreements also apply:

- The College’s *Electronic Device Policy* and *ICT User Agreement* (which users must agree to before logging on to the Whittlesea Secondary College network, and which are available to view on the College website),
- The Department of Education and Early Childhood Development’s *Acceptable Use Policy* (which parents agree to during the enrolment process).

Failure to accept and adhere to these policies will result in the student’s access to BYOD privileges being revoked. Students using BYODs when communicating with staff must abide by relevant Cyber Safety protocols and DEECD guidelines.

Whittlesea Secondary College will not be held accountable for any loss or damage to the BYOD; it is recommended that families take out a private insurance policy on the device. Students are required to take responsibility for the safe and secure storage of their BYODs. The College does not provide a service to collect and mind electronic devices and takes no responsibility for their safety. Students, and their parents, understand that BYODs are used at their owner’s risk. Whittlesea Secondary College accepts no liability for damage, loss of functionality or data on student BYODs.

## Guidelines

BYODs can only be used in a classroom in accordance with the College's *Electronic Device Policy*; that is, following the specific instruction of the classroom teacher for educational purposes.

Students must have their BYOD turned off in class unless otherwise directed by their teacher.

Students are expected to display courtesy, consideration and respect for others when using a BYOD.

## BYODs in Examination/Test Rooms

Students understand that BYODs are not permitted in Examination Rooms.

### The following consequences for breaches will apply:

Students must hand over their electronic device when requested by a member of staff. The electronic device will be confiscated, turned off, stored until the end of the lesson or the end of the day at the teacher's discretion. **Refusing to hand over a device when requested will lead to detention, parental contact and possible suspension.** Offences, such as the use of a recording device such as an inbuilt camera without consent or used inappropriately, may be deemed a criminal offence and referred to the police.

*At this time, the policy applies only to Year 11 and Year 12 students. The BYOD program does not currently apply to students in Years 7, 8, 9 and 10.*

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Endorsed by College Council:	June 2013
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