ALEXANDRIA PARK COMMUNITY SCHOOL
Bring Your Own Device (BYOD) Program @ APCS
(Year 5-12)

In 2015 the school will be implementing a 'Bring Your Own Device' (BYOD) program.

The BYOD Program will require all students in Years 5-12 to bring their own computing device to school each day.

Students in 2015 in Years 12 have previously been issued with a laptop as part of the Digital Education Revolution. Students in these years may also have their own computing device that they would prefer to use, rather than using the DER laptop that was issued to them. These students are encouraged to bring their preferred device to school each day. Students can choose to donate their DER device to the school.

This personal computing device needs to meet BYOD device specifications that are recommended by the school. The device specifications identify the minimum system requirements/hardware specifications for student devices and also offer guidance on some suggested makes and models so that parents are fully informed about requirements to ensure that each student's BYOD enhances their learning.

- The personal device must be able to be brought to school every school day fully charged and be used solely by the student throughout the school day for educational purposes.

- Students and Parents are responsible for ensuring the device brought to school meets all the requirements of the BYOD device specifications. A device which does not meet the Specifications will not be permitted access to the school networks and services.

- Prior to bringing a personal device for the first time, students and their parents must read and sign the BYOD User Charter which sets out the responsibilities and expectations for use of the personal device at Alexandria Park Community School.

- Students must then use their device in accordance with the school's Cyber Safety Policy, the Department of Education and Communities' policy Online Communication Services: Acceptable Usage and their BYOD User Charter.

BYOD Program @ APCS Documents:

- Technology Devices User Charter and Student Agreement
- Technology Devices Equity Policy
- BYOD Program
- BYOD Device Specifications / Minimum System Requirements and Recommendations for staff, students, parents and carers.

Bring Your Own Device Related Links:

- Department of Education’s BYOD User Charter

- Lenovo BYOD site for DEC schools
  (APCS - Recommended Model Device for BYOD– ThinkPad X131e)
Cost effective BYOD solution

Our school has available, for sale to current students in years 5 – 10, Lenovo Edge 11 laptops, pre-owned by the school. These refurbished laptops come loaded with:

- a fresh installation of Windows 7 and Microsoft Office 13.
- BIOS unlocked, providing the new owners with the freedom to change settings, add programs and customise the laptop as required.

As students will own this device they are encouraged to take the laptop home each day and bring it to school fully charged ready for use in the classroom.

This computer is compliant with BYOD specifications required to operate within our school network.

The cost is $100.

All DEC students are eligible for the free licencing of several software packages including Microsoft Office 13 and Windows 7.

Eligible students can purchase this laptop through the Students Assistance Scheme – subject to approval by Principal / Deputy Principal.

Lenovo Edge 11
Specially developed laptop for Australian Year 9 students as part of the Digital Education Revolution (DER) program in 2011

- Processor: Intel Celeron U3400
- Operating System: Microsoft Windows 7 Enterprise
- Display: 11.6 Inch Glossy LCD with Intel HM55 Chipset 500 MHz Graphics
- RAM: 2GB DDR3 @ 1333 MHz
- Hard Drive: 160GB 5400RPM
- Networking: 10/100/1000 Ethernet Port; Broadcom 2x2 802.11abgn Wireless Adapter; Bluetooth 3.0
- Battery: 6-Cell Li-On Battery

Pre ordering your laptop is essential. Please complete the following order form:
Laptop Order Form

A number of our school laptops- Lenovo Edge 11 are available for sale to current students who will be in years 5-12 in 2015. These pre-owned refurbished laptops are an excellent cost effective BYOD solution- for sale for just $100. It is essential to pre order your laptop as software activation and licencing requirements need to be completed before the school can transfer ownership to the student.

Please complete the details below

Student’s Name ..................................................................................... Year: ................................
Student’s email...................................................................................
Name of Parent/Guardian: ...........................................................................................................
Address: .....................................................................................................................................

It is now possible for parents to make online payments to the school for amounts owing for students, via a secure payment page hosted by Westpac.

Payments can be made using either a Visa or MasterCard credit or debit card. The payment page is accessed from the front page of the school’s website by selecting $ Make a payment. Cash, cheque and credit card payments can also be made at the Junior Campus front office.

Payment method........................................
Online payment receipt number.......................... (if applicable)

Office Use Only –Laptop model.........................

Laptop Serial No.................................

Payment received ..........Date.........Amount..........Initial............... 

Laptop distributed......................(Date)
Transfer of Ownership Acknowledgement & Acceptance

By signing this form you acknowledge and accept that:

- You understand that you take all responsibility for the ownership and maintenance of your laptop in relation to third party Software Licence Agreement (i.e. Microsoft) and hardware faults;
- You will no longer receive any IT hardware/software technical support from your School or NSW DEC;
- You understand that there will be no internet filtering on your laptop outside of the school network and you will no longer be covered under the NSW DEC Child Protection Policy & Welfare Procedures (i.e. web-filtering);
- You will be responsible for the disposal of this laptop.

Signature of Student: ____________________  Date _____/_____/_______

Signature of Parent/Carer: ____________________  Date _____/_____/_______
The BYOD Program requires all students in Years 5-12 to bring their own computing device to school each day. This personal computing device must meet **Device Specifications** that are recommended by the school as listed below.

The device specifications:
- identify the minimum system requirements/hardware specifications for student devices and
- offer guidance on some suggested makes and models so that parents are fully informed about requirements

While all devices identified meet the minimum system requirements/hardware specifications, the school strongly recommends that students in Years 5-12 choose a device to ensure that their BYOD maximises their learning experiences.

<table>
<thead>
<tr>
<th>Device Type</th>
<th>Windows Laptop</th>
<th>Mac Laptop</th>
<th>Windows Tablet</th>
<th>iPad Tablet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating System</td>
<td>Windows 7</td>
<td>OS X 10.7 or higher</td>
<td>Windows 7, Windows 8, Windows RT</td>
<td>iOS 6.0 or higher</td>
</tr>
<tr>
<td>Wireless</td>
<td>5GHz 802.11n</td>
<td>5GHz 802.11n</td>
<td>5GHz 802.11n</td>
<td>5GHz 802.11n</td>
</tr>
<tr>
<td>Min Screen Size</td>
<td>7”</td>
<td>7”</td>
<td>7”</td>
<td>7”</td>
</tr>
<tr>
<td>Storage Capacity</td>
<td>64 GB hard drive</td>
<td>64 GB hard drive</td>
<td>16 GB</td>
<td>16GB</td>
</tr>
<tr>
<td>RAM</td>
<td>2 GB</td>
<td>2 GB</td>
<td>1 GB</td>
<td>1 GB</td>
</tr>
<tr>
<td>Maximum Device Age</td>
<td>2 years</td>
<td>2 years</td>
<td>2 years</td>
<td>2 years</td>
</tr>
<tr>
<td>Minimum Battery Life Required</td>
<td>6 hours</td>
<td>6 hours</td>
<td>6 hours</td>
<td>6 hours</td>
</tr>
</tbody>
</table>

**Accessories**
- Protective case/cover
- Headphones

**Other Requirements**
- Up-to-date Antivirus
  (for example Microsoft Security Essentials)
- Up-to-date Antivirus
  (for example Microsoft Security Essentials)

**Device Example**
- Lenovo ThinkPad
- MacBook Air
- Microsoft Surface RT
- iPad WiFi 16GB

**Please Note:** The DEC wireless network installed in high schools only operates on the 802.11n **5GHz** standard. Devices with 802.11a/b/g or 802.11n 2.4GHz only will not be able to connect. Ask this question **before** you buy a device for BYOD - "The NSW Department of Education has a 5GHz (n) wireless network that uses a full range of channels. **Will this device connect on all channels in the 5GHz range?**". Do not purchase a device for BYOD unless the answer is "yes".
Students who wish to take advantage of the use of all technologies at school are required to read this agreement in the company of an adult, unless otherwise excused by the Principal. Examples of technologies include but not limited to laptops, iPhone/android devices, tablets and desktops.

This agreement is to be signed and returned to the school. By signing at the bottom of this page, students agree to the following behaviours:

I agree that my use of the Department’s internet will be primarily for learning.

I agree that Internet access will be via the School’s network.

I agree to only ever use my own portal/internet log-in details and never share these with others.

I agree to not hack or bypass any hardware and software security implemented by the Department or my school.

I agree to not use my technology device or a school technology device to knowingly search for, link to, access or send anything that is:

- offensive
- pornographic
- threatening
- abusive
- defamatory
- illegal
- considered bullying behaviour and/or contrary to the school rules

I agree to report inappropriate behaviour and material to my teacher.

I agree to ensure privacy and confidentiality is maintained by:

- not disclosing the email address of a staff member or student without that person's explicit permission
- not revealing personal information including names, addresses, photographs, and telephone numbers of myself or others
- staying safe by not giving out my personal information to strangers

I understand that my activity on the internet, including email, is recorded and these records may be used in investigations, court proceedings or for other legal reasons.

I acknowledge that the school cannot be held responsible for any damage to or theft of my device.

I agree that use of my device during school activities is at the direction of the teacher.

I understand that student or school owned devices can be confiscated at the discretion of the Principal and/or delegate.

I have read the student agreement document in the attached appendix and agree that I will abide by them.

Student Name: ____________________________ Roll class: _________

Student Signature: ____________________________ Date: ___/___/____

Parent/Carer Name: ____________________________

Parent/Carer Signature: ____________________________ Date: ___/___/____

PLEASE SIGN AND RETURN THIS PAGE TO THE SCHOOL

Further information concerning DEC policies can be found on the school website as PDF documents or accessed online at:


https://detwww.det.nsw.edu.au/policies/general_man/general/accep_use/PD20020046_i.shtml?level=Schools&categories=Schools%7ccurriculum+%26%26school%26work%7ctechnology