Student BYOx Charter

Urangan SHS

Contents

Personally-owned mobile device charter

Introduction

This charter is a condensed version of the Urangan SHS Student BYOx Charter. It summarises the key information students and parents require to understand their rights and responsibilities surrounding the Bring Your Own device program.

The full charter is available for reading on the school's web site. It is recommended that, before signing the Responsible Use Agreement, both student and parent/guardian read the full charter as signing the 'Responsible Use Agreement' means you agree to the full charter and not just this summary. If you are unable to access the internet, a full printed version will be provided for you upon request.

BYOx overview

Bring Your Own 'x' (BYOx) is a new pathway supporting the delivery of 21st century learning. It is a term used to describe a digital device ownership model where students or staff use their personally-owned mobile devices to access the department's information and communication (ICT) network.

Responsible use of BYOx

Our goal is to ensure the safe and responsible use of facilities, services and resources available to students through the provision of clear guidelines.

Responsibilities of stakeholders involved in the BYOx program:

School
- network connection at school
- internet filtering (when connected via the school's computer network)
- some technical support (please consult Technical support table below)
- some school-supplied software e.g. Microsoft Office 365 …
- printing facilities.

Student
- acknowledgement that core purpose of device at school is for educational purposes
- care of device
- appropriate digital citizenship and online safety (for more details, see ACMA CyberSmart)
- security and password protection — password must be difficult enough so as not to be guessed by other users and is to be kept private by the student and not divulged to other individuals (e.g. a student should not share their username and password with fellow students)
- some technical support (please consult Technical support table below)
- maintaining a current back-up of data
- charging of device
- abiding by intellectual property and copyright laws (including software/media piracy)
- internet filtering (when not connected to the school's network)
- ensuring personal login account will not be shared with another student, and device will not be shared with another student for any reason
- understanding and signing the BYOx Charter Agreement.

For digital device classes, it is also the student's responsibility to ensure that devices are brought to school on a daily basis and are fully charged.

Parents and caregivers
- acknowledgement that core purpose of device at school is for educational purposes
- internet filtering (when not connected to the school's network)
- encourage and support appropriate digital citizenship and cybersafety with students (for more details, see ACMA CyberSmart)
- some technical support (please consult Technical support table below)
- required software, including sufficient anti-virus software
- protective backpack or case for the device
- adequate warranty and insurance of the device
- understanding and signing the BYOx Charter Agreement.

For students in digital device classes, it is also the parent's responsibility to notify the school if the student is unable to bring their device for a legitimate reason (eg device being repaired). This can be done via a note or email to laptopsupport@uranganshs.eq.edu.au. This will ensure that a loan device (if available) can be issued to the student.

Technical support

	Connection:	Hardware:	Software:
Parents and Caregivers	✓ (home-provided internet connection)	✓	✓
Students	✓	✓	✓
School	✓ school provided internet	(dependent on school-based hardware	✓ (some school-based

	connection	arrangements)	software arrangements)
Device vendor		✓ (see specifics of warranty on purchase)	

The following are examples of responsible use of devices by students:

- Use mobile devices for:
    - engagement in class work and assignments set by teachers

    - developing appropriate 21st Century knowledge, skills and behaviours

    - authoring text, artwork, audio and visual material for publication on the Intranet or Internet for educational purposes as supervised and approved by school staff

    - conducting general research for school activities and projects

    - communicating or collaborating with other students, teachers, parents, caregivers or experts as part of assigned school work

    - accessing online references such as dictionaries, encyclopaedias, etc.

    - researching and learning through the school's eLearning environment

    - ensuring the device is fully charged before bringing it to school to enable continuity of learning.

- Be courteous, considerate and respectful of others when using a mobile device.
- Switch off and place out of sight the mobile device during classes, where these devices are not being used in a teacher directed activity to enhance learning.
- Use the personal mobile device for private use before or after school, or during recess and lunch breaks.
- Seek teacher's approval where they wish to use a mobile device under special circumstances.

The following are examples of irresponsible use of devices by students:

- using the device in an unlawful manner
- creating, participating in or circulating content that attempts to undermine, hack into and/or bypass the hardware and/or software security mechanisms that are in place
- disabling settings for virus protection, spam and/or internet filtering that have been applied as part of the school standard
- downloading (or using unauthorised software for), distributing or publishing of offensive messages or pictures
- using obscene, inflammatory, racist, discriminatory or derogatory language
- using language and/or threats of violence that may amount to bullying and/or harassment, or even stalking
- insulting, harassing or attacking others or using obscene or abusive language
- deliberately wasting printing and Internet resources
- intentionally damaging any devices, accessories, peripherals, printers or network equipment
- committing plagiarism or violate copyright laws

- using unsupervised internet chat
- sending chain letters or spam email (junk mail)
- accessing private 3G/4G networks during lesson time
- knowingly downloading viruses or any other programs capable of breaching the department's network security
- using the mobile device's camera anywhere a normal camera would be considered inappropriate, such as in change rooms or toilets
- invading someone's privacy by recording personal conversations or daily activities and/or the further distribution (e.g. forwarding, texting, uploading, Bluetooth use etc.) of such material
- using the mobile device (including those with Bluetooth functionality) to cheat during exams or assessments
- take into or use mobile devices at exams or during class assessment unless expressly permitted by school staff.

In addition to this:

Information sent from our school network contributes to the community perception of the school. All students using our ICT facilities are encouraged to conduct themselves as positive ambassadors for our school.

- Students using the system must not at any time attempt to access other computer systems, accounts or unauthorised network drives or files or to access other people's devices without their permission and without them present.

- Students must not record, photograph or film any students or school personnel without the express permission of the individual/s concerned and the supervising teacher.

- Students must get permission before copying files from another user. Copying files or passwords belonging to another user without their express permission may constitute plagiarism and/or theft.

- Students need to understand copying of software, information, graphics, or other data files may violate copyright laws without warning and be subject to prosecution from agencies to enforce such copyrights.

- Parents and caregivers need to be aware that damage to mobile devices owned by other students or staff may result in significant consequences in relation to breaches of expectations and guidelines in the school's Responsible Behaviour Plan.

- The school will educate students on cyber bullying, safe internet and email practices and health and safety regarding the physical use of electronic devices. Students have a responsibility to incorporate these safe practices in their daily behaviour at school.

The school's BYOx program supports personally-owned Windows and Mac laptops and tablets with wireless access to the internet, and printing and file storage on the school network.

Other personally-owned mobile devices, such as iOS and Android tablets and phones are supported with wireless internet access only.

However, the school's BYOx program does not support personally-owned mobile devices in regard to:

- technical support (except for approval and connection)
- charging of devices at school
- security, integrity, insurance and maintenance
- private network accounts.

Fees

A $50 annual administration fee will be charged which will cover:

- Approval documentation fee $10
- Licensing fee $16
- Technical support fee $24

Responsible use agreement

The following is to be read and completed by both the STUDENT and PARENT/CAREGIVER:

- I have read and understood the BYOx Charter and the school Responsible Behaviour Plan (available in the Student Handbook on the school website).
- I agree to abide by the guidelines outlined by both documents.
- I am aware that non-compliance or irresponsible behavior, as per the intent of the BYOx Charter and the Responsible Behaviour Plan, will result in consequences relative to the behaviour.

Student's name: ....… **Year:** .... **ID No** ......….....…......
(Please print)

Student's signature: ....……....…………….....................................**Date:** / /

Parent's/caregiver's name:..............….........………….....................
(Please print)

Parent's/caregiver's signature: ....…………….....…..............**Date:** / /

Please list the make and model of device/s to be connected under this agreement:

...............………………............... ....……………….…...............

...............………………............... ....……………….…...............

Please complete the following highlighted sections if you can. This will help to speed up the onboarding process.

Urangan SHS   BYOx On boarding and Induction

Student Name: _____   Date: _____

Student Username: _____

Device Type: _____

Device Name: _____

Operating System: _____

BYOx.exe / BYOx.app – Printing and Network Access: YES / NO

Papercut Client installed: YES / NO

Troubleshooting Information (if Required)

Antivirus suite (and up to date definitions): _____

Confirmed Admin user: YES / NO

QDETA or iDET prior: YES / NO

Recent Changes (hardware or software): _____

_____

Error Message/s Received: (screenshot preferable) _____

MAC OSx Users Only:

     Removed all certificates and saved passwords from keychain: YES / NO

     Removed QDETA and iDET from Preferred Networks: YES / NO

     Latest Java installed and what version: _____