

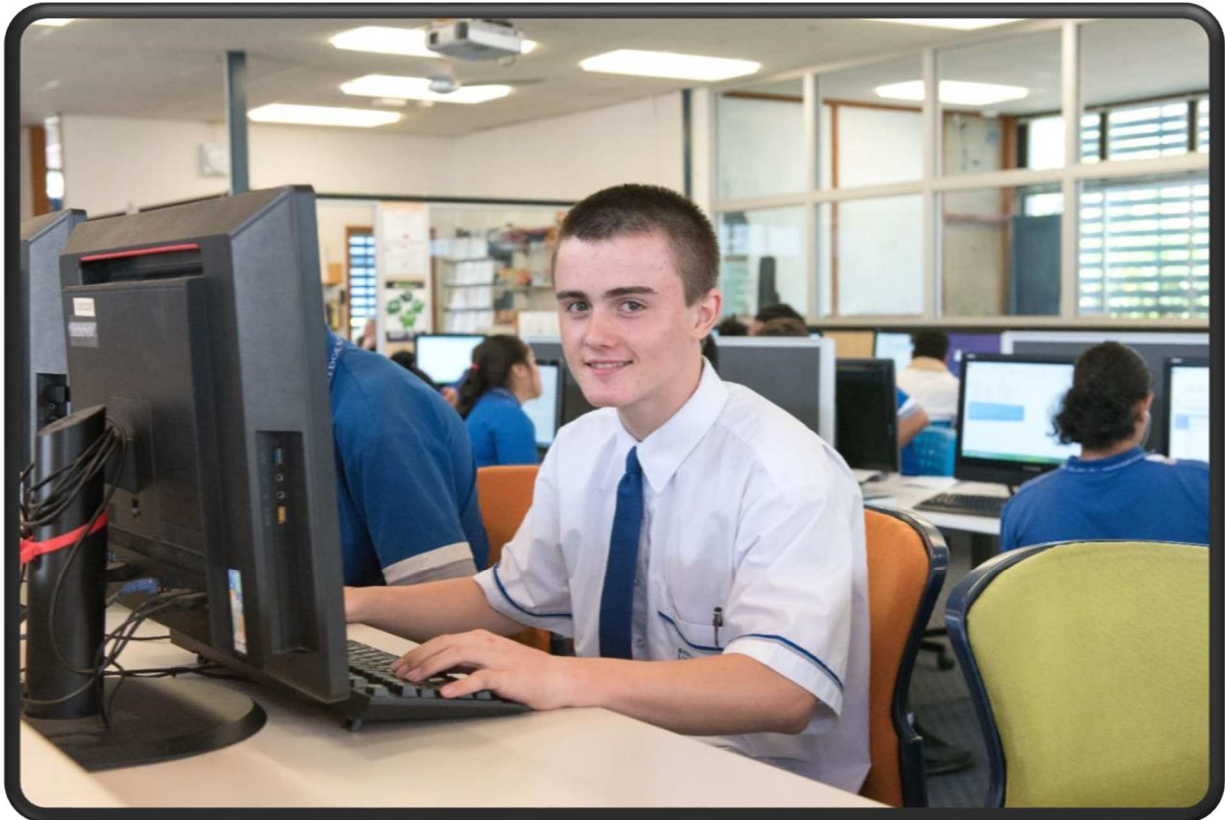


WOODRIDGE
STATE HIGH SCHOOL

'Connected to Every World'

Bring Your Own x

INFORMATION AND PROCEDURES
HANDBOOK Version 2017



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BYOx Transition Plan

Woodridge State High School is transitioning to a Bring Your Own x (BYOx) model, for computers and other personal electronic devices, due to the cessation of the National Secondary Schools Computer Fund (NSSCF).

BYOx is a new pathway supporting the delivery of 21st century technology. It is a term used to describe a digital device ownership model, where students or staff use their own personal devices to access the network. This model recognises the demand for movement between school, work, home and play

In 2016:

- Senior School Students will be included in the BYOx program
- It is expected that most students will have transitioned to the BYOx model

Forward

This handbook has been developed as a guide for parents and Woodridge Community students relating to the Bring Your Own x (BYOx) program at Woodridge State High School. Each family should thoroughly understand the content and follow all procedures.

Introduction

Computers have been in classrooms for many years and over the past ten years the use of computers and Information Communication Technologies (ICT) has grown in their application within and outside the classroom. Teachers as life-long learners will continue to focus on their curriculum and balance their pedagogical skills to best utilise ICT in an educationally purposeful way. ICT in a contemporary world is being reflected in classrooms.

Devices should support:

- evolving use of ICT for collaboration and creating of knowledge
- extensive ability to share information locally and globally
- online educational environments

BYOx Vision

BYOx at Woodridge State High School is a means for our community that enables us to unleash our potential. We do this through enacting our core values:

- Safe
- Respectful
- Responsible
- A Learner

Software and Applications

Installation and maintenance of personal software is the responsibility of the family. Genuine versions of software need to be installed to ensure updates are enabled.

Microsoft Office

Every state school student across Queensland will receive free access to Office365 Student Advantage. Office365 brings a new communication and collaboration system for staff and students state-wide using cloud technology.

Charging of devices

Students are expected to bring a fully charged device to school each day. Check device specifications for battery life reference or consult your technical support. No charging is allowed at school due to workplace safety concerns and potential for accidental damage.

Wi-Fi

Devices meeting the outlined specifications will recognise the School Wi-Fi and students will be able to connect. Standard EQ internet security filters will screen usage and access.

Mobile / Cellular Data Connections

3/4G and all other cellular connections must be disabled in all devices used at school as this function, when activated, allows students to bypass the EQ internet security filters. The School will take no responsibility for the content accessed by students using their personally owned devices outside of the wireless network.

Printing

Students will be able to connect their approved BYOx device via their web browser to access printers.

Repairs and Maintenance

All maintenance for the device, operating system, software and/or apps purchased by the family are the responsibility of the family.

School Technical Support

While the primary responsibility of maintaining the device lies with families, technical support will be offered during selected long lunch breaks. The IT support will be limited to connection and printing issues.

BYOx Responsible Use Policy (BYOx RUP)

See attached BYOx RUP document. This document requires reading and completion by both participant student and their parent/legal guardian upon enrolment.

Secondary Device

We acknowledge that many of today's students interact with information and media on a variety of screens: Computer, Smartphone, Tablet and Television. Students are welcome to bring a secondary device, which is to be used in accordance with the BYOx RUP.

Cost to Families

The cost of the BYOx is included in the Student Fees.

Responsibilities

... of the School	... of the Parent/s	... of the Student
<ul style="list-style-type: none">• provide suitable school Wi-Fi connection and filtering system• provide a blended educational environment• model safe device and internet practices• printer services• provide equity for students	<ul style="list-style-type: none">• purchase and maintenance of device• purchase, install and update applications• Sign the appropriate documents	<ul style="list-style-type: none">• bring device fully charged each day• show respect for other devices, work and privacy• access technology as a Responsible User• Sign the appropriate documents

Device Specifications

Woodridge State High School recommends devices be a Windows platform with a minimum;

Junior	Senior
<ul style="list-style-type: none"><input type="checkbox"/> Intel Atom Processor<input type="checkbox"/> 2GB RAM<input type="checkbox"/> 5 Hour Battery Life<input type="checkbox"/> 11" screen size<input type="checkbox"/> Physical Keyboard	<ul style="list-style-type: none"><input type="checkbox"/> Intel Core i3 Processor<input type="checkbox"/> 4GB RAM<input type="checkbox"/> 5 Hour Battery Life<input type="checkbox"/> 13" screen size<input type="checkbox"/> Physical Keyboard

For any further advice on device specification contact Linden Newton on 3290 7222.



Woodridge State High School BYOx Responsible Use Policy

BYOx Responsible Use Policy

This document defines the Responsible Use Policy for student use of all BYOx devices at Woodridge State High School. Its main purpose is to encourage the mature and responsible use through the provision of clear usage guidelines.

The Queensland Department of Education, Training and Employment deems the following to be responsible use and behaviour by a student:

- developing appropriate literacy, communication and information skills;
- authoring text, artwork, audio and visual material for publication on the Intranet or Internet for educational purposes as supervised and approved by the school;
- conducting general research for school activities and projects;
- communicating or collaborating with other students, teachers, parents or experts in relation to school work;
- researching and learning through the Department's e-learning environment.

The Queensland Department of Education, Training and Employment deems the following to be irresponsible use and behaviour by a student:

- use the IT resources in an unlawful manner
- download, distribute or publish offensive messages or pictures;
- insult, harass or attack others or use obscene or abusive language;
- deliberately waste printing and Internet resources;
- damage any electronic devices, printers or the network equipment;
- commit plagiarism or violate copyright laws;
- use unsupervised internet chat or send chain letters or Spam e-mail (junk mail)
- access mobile / cellular data networks during school time which bypasses school filters

In addition to this Woodridge State High School states that:

- Users are responsible for the security, maintenance and integrity of their individually owned devices and their network accounts.
- Students using the system must not at any time attempt to access other computer systems, accounts or unauthorised drives or files or to access other people's devices without permission.

- 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.
- Copying of software, information, graphics, or other data files may violate copyright laws and students may be subject to prosecution from agencies to enforce such copyrights.
- Devices must not be used to display or disseminate material that could cause offense to others.

Consequences if BYOx Responsible Use Policy is breached align with the Woodridge State High School Responsible Behaviour Plan.

The following is to be READ and COMPLETED by both the STUDENT and PARENT/LEGAL GUARDIAN:

- We agree to abide by the above rules.
- We have read and understood the BYOx Responsible Use Policy and the Student Code of Conduct.
- We are aware that any breaches of the Responsible Behaviour Plan may result in my/my child's immediate removal from the system for a specified period as per the school's Behaviour Management Plan and in relation to the severity of the offence.

Student's Full Name: _____

Student's Signature: _____ Date: _____

Parent's/Guardian's Full Name: _____

Parent's/Guardian's Signature: _____ Date: _____