Wallan Secondary College
100 Duke Street
PO Box 405
WALLAN VIC 3756

Berbudi Berbakti

WSC

Learning For Life

Ph. 5783 0300
Fax: 5783 4336
wallan.sc@edumail.vic.gov.au
www.wallansc.vic.edu.au

WALLAN SC – Bring Your Own Computer Policy

RATIONALE:

Information Communication Technology (ICT) is an ever growing field and continues to play a significant in role in our lives. In an effort to better prepare our students for life after Secondary School, we will be integrating more ICT into our classrooms through a 'Bring Your Own Device Policy'. This will ensure that all curriculum areas can access ICT.

DEFINTION:

BYOC – Bring Your Own Computer: a computer owned and maintained by the student/family, and brought to school to complete school work.
Device: Notebook (laptop) computers with wireless capabilities to connect to the schools internet.
ICT: Information Communication Technology – a broad term for computer use in the school setting.

AIMS :

- Improve student engagement across all year levels.
- Improve ICT skills across the school.
- Better prepare students for future employment.
- Moving the school towards 1 to 1 computer access.

GUIDELINES FOR IMPLEMENTATION

Guidelines for 2015 Trial
Senior Students Years 11 & 12 will be able to bring in their own approved device and use it in accordance with the guidelines set out in the BYOC policy.

Students will be given access to the school 'Internet' via wireless connection only. This will provide students with access to e-mail, internet browsing, Xuno portal and the paper cut printing service.

Students using BYOC will need to register their device with the College IT Manager. The device will be configured and, if necessary, software may be installed to access the school network.

BYOC CONDITIONS OF USE:

Conditions of use for privately-owned devices
    i.   The student must bring portable devices fully-charged to school every day. Charging on school premises is not permitted.
    ii.   The classroom teacher will instruct students if they need to use the BYOC in each class.
    iii.   Parents/caregivers and students should be aware that files stored on the device, or on the school's server, are not private.
    iv.   If the student leaves the school prior to completing Year 12 or moves to another government or non-government school, interstate or overseas, the device must be returned to the school to remove the applications and software used for connecting the device with the College network.
    v.   The student is responsible for:
        a. adhering to the school's Cyber Safety and Acceptable Use Agreement and the Student Engagement Policy when using the machine, both at home and school.

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      b.   backing up data securely; using an external storage device, stored separately from the BYOC.

      c.   ensuring that inappropriate media is not used as a screensaver or background photo. Images of guns, weapons, sexual images, inappropriate language, alcohol, tobacco or other illegal drugs and gang related symbols or pictures are forbidden.

vi.   Students are able to use photos they have taken themselves or images taken from a source that has Creative Commons license applied.

vii.   Students will not share their device, passwords or other personal information.

viii.   The IP address assigned to each student device will be recorded, allowing for internet usage monitoring.

ix.   Under no circumstances should devices be left in unsupervised areas. Unsupervised areas include but are not exclusive of: the school grounds, wet areas, undercover areas, school bags, library, art and computer rooms. Any device left in an unsupervised area is in danger of being stolen or damaged. If a device is found in an unsupervised area it will be taken to the general office and parents will be notified.

x.   Wallan Secondary College is not responsible for the provision of compensation, under any circumstance, relating to privately provided devices.

xi.   A nominated configuration fee maybe charged at the start of each year, per student – this will depend on the amount of work required to configure a computer so that it can access the schools network. A quote for the work required will be provided to the family and will need to be paid before any work begins on the device.

xii.   Mobile network capable devices are not approved for use, students must not access mobile or private networks (ie VPNs), while on school premises

xiii.   To ensure that devices are safe for use in a school environment students may be directed to remove defective devices from the school premises. This would apply to devices with cracked screens and other damage that may pose a health risk.

Consequences - to be read in conjunction with 'Consequences for the use of mobile phones and electronic devices' on the College website.

• Students who do not comply with the terms set out in this policy will;

        • have their computer access privileges revoked for a period of time consistent with the severity of the offence.

• have their names submitted to the appropriate Year Level Coordinators, School Leader and/or Principal of the School, and appropriate disciplinary action taken. Parents or guardians will be notified, regarding disciplinary actions.

 • Details of the ICT records of offending students will be kept on record and used to determine disciplinary action for subsequent offenses.

• Students who engage in cyber bullying practices can expect consequences which are consistent with practices outlined in the College Student Engagement and Wellbeing Policy. This may include referral to authorities, such as DET or Police, as required.

 • Restrictions may be placed on a privately provided device, if deemed appropriate, during school time. This may involve restricting access to various application software.

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This Cyber Safety and Acceptable Use Agreement applies to digital technologies, social media tools and learning environments established by our school or accessed using school owned networks or systems, including (although are not limited to):

- school owned ICT devices (e.g. desktops, laptops, printers, scanners)

- privately owned devices (e.g. Tablet and notebook[laptop] computers)

- email and instant messaging

- Internet, Intranet

- social networking sites (e.g. Facebook)

- video and photo sharing websites (e.g. Instagram, Youtube)

- blogs

- micro-blogs (e.g. Twitter)

- forums, discussion boards and groups (e.g. Google groups, Whirlpool)

- wikis (e.g. Wikipedia)

- Vod and podcasts

- video conferences and web conferences.

Access to All.

Each year the ICT department of WSC will advise of the minimum requirement for a device in order for it to be compatible with the school network. This information will be published in booklists and on the School Website.

WSC is aware of certain economic factors that may prevent all students from being able to acquire a device. The college can assist students to access a portable device for use in the school. Students will need to make an application to the Principal to gain access to these devices.

EVALUATION

This policy will be reviewed in November 2015, then annually for the first three years of the policy.

LINKS AND APPENDICES (including processes related to this policy)
Appendix 1

Links which are connected with this policy are:
I.   Cyber Safety and Acceptable Use Agreement
II. Behaviour Guidelines Policy
III. Anti Bullying Policy
IV. Mobile Phones and Electronic Devices Policy

Appendix 2: WSC BYOC Implementation Plan

BYOC – Implementation plan

BYOC working party established – to include IT staff, Assistant Principal and a cross section of staff interested in working on the project.

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WSC will trial a BYOC program for the remainder of the 2015 school year for Yr 11 and 12 students. The trail will help working part to:

- establish protocols for configuring BYOC for use at WSC
- establish minimum standards for device to access the school network
- developing an understanding of the demand increase portable device number will create on school network. Strategies to manage network access in the future.
- establish 'Access for all' process and recourse to increase participate in BYOC

Monitor and review the implementation of BYOC at Wallan Secondary College

WSC BYOC Working Party will review the implementation of the BYOC policy and develop a policy for a the 2016 school year.

Date of next review 28th August 2018

This policy was ratified by Wallan Secondary College School Council 28th August 2015