



# Cobram Anglican Grammar School

*A school of The Anglican Schools Commission (Inc.)*

*Integrity, Endeavour, Community*

## Bring Your Own Device (BYOD) Program

2024

## About the BYOD Program

The BYOD program refers to students bringing a personally owned device to school for the purpose of learning. The device needs to meet the school's technical requirements in order to be able to connect to the network, internet, access printing and receive school based technical support.

The BYOD program is governed by the School's *Information Technology Policy*. This policy outlines what the school will provide and what students must do to when using their device at school. It also ensures all parties are aware of, and have read, the acceptable use guidelines.

The BYOD Program is a vital learning tool for students providing:

- Access to school resources including student email
- Access to Learning Management & Collaboration Tools
- Access to digital textbooks for many subjects
- Industry-standard software for creating, editing, and presenting
- Wireless connection at the school with access to printers, network resources & the Internet

As part of the IT program, Cobram AGS has implemented a mixture of technologies to provide students with the tools they need to maximise their learning potential.

- Access to a school email account, including calendar functions.
- Microsoft Office 365 including applications for Word Processing, Spreadsheets and Presentations
- Google Classroom, SEQTA Learn and Microsoft Teams for Learning Management & Collaboration
- Cloud storage to allow students to store data and access it both at School and Home.

The over-arching objective for the program is to give students 'One to One' access to a learning tool which provides them with the opportunity to collaborate, communicate and research on a global level in real time.

The school also supports the use of e-Books/resources across various subjects.

It is widely acknowledged that technology plays a huge role in students' everyday lives and should, therefore, be an integral part of their learning. It is unsustainable to provide every student with state-of-the-art technology. The BYOD program recognises that many students already own devices that are superior and more up-to-date than those available in our school.

## About the Program

### Q: Why BYOD?

Many parents have expressed a desire to have a choice in the provision of an electronic device suitable for educational purposes for their child, with an increasing number of families electing to purchase/provide their own device.

### Q: Which students are involved in the BYOD Program?

Students enrolled in Years 5 to 12 are involved in the program.

## Purchasing a device

### Q: Which type of device should I buy?

It is recommended that parents/guardians buy either a Windows Laptop/Tablet or Macbook. Windows Devices are preferred as there are a wider range of applications and services available for them. Macbooks are supported, but students may not be able to use some software and/or services.

### Q: Can my child use an Android Tablet, Chromebook or iPad?

Android Tablets, Chromebooks and iPads are not suitable under this program, as they lack a number of features and software packages required for use under the school's BYOD program.

### Q: What are the minimum requirements?

We have published a detailed set of minimum requirements and functionality, which is updated yearly. This document (Cobram Anglican Grammar School BYOD Requirements) is available from the school website or from the office.

We have outlined recommended specifications to help parents choose the most suitable device.

Parents are urged to take the list of minimum requirements with them as a reference guide when purchasing a device. Currently suitable devices can be purchased for less than \$700. If parents are unsure we invite them to contact the ICT Department before a purchase is made.

### Q: I have an old laptop at home. Can I give this to my child to use?

We strongly recommend that the device your child brings to school is as new as possible so that it meets our minimum requirements and is as functional and reliable as possible. If an existing device is to be provided it should be factory reset prior to being provided for setup by the school. If you are unsure please contact the school for advice.

### Q: My children all share a laptop. Will this do for the BYOD Program?

We recommend that students have their own individual device. Ownership of the device is important as students need '24/7/365' access to their technology.

### Q: Who owns and maintains the device?

The school does not own the device in any way. It remains the property of the parent/guardian and the child at all times.

### Q: I have bought the device, now what should I do?

The device will need to be configured for school use by the ICT Department. At the beginning of the new school year, ICT staff will collect new devices from students for configuration and setup. Any other time students can drop devices directly to the ICT Department located in the Gearing wing.

### Q: Does my device need a case?

It is strongly recommended that all devices brought to school are housed safely in a suitable case. These should be purchased at the time the device is acquired.

## Connections at School

### **Q: Will the school provide Wi-Fi?**

Yes, during the school day, students will be able to connect to the internet through the School Wi-Fi service. Students choosing to stay at school after normal hours for study or homework will be able to remain online.

### **Q: Will there be web-filtering?**

When students are connected to the internet through the School's Wi-Fi network, web-filtering is used. Inappropriate websites containing age-restricted and potentially harmful or illegal content will not be accessible. In addition, Facebook and other social media will be blocked whilst at school.

When your child is connected to the internet at home, web-filtering will be limited to your home internet security settings.

### **Q: Will my child be able to download songs, movies and other media on their device?**

A: Your child will be able to download and install any program or files they choose, limited to the network settings at School. Students should be browsing the internet and downloading resources primarily for education purposes. All access to electronic resources on a BYOD device is governed by the Cobram Anglican Grammar School IT Policy.

## IT Support

### **Q: Can the school undertake repairs on my device?**

Students should bring their device to the IT Support office for initial diagnosis in the event of a malfunction or problem. If the problem is a school provided resource/service or if it is a software problem that can be easily fixed, then the IT Support staff will do so. Software issues that cannot be easily resolved by IT Support staff and/or any hardware repairs will be the responsibility of the student/family.

It is recommended all students have Accidental Damage and Theft Protection Insurance. Please check with your home insurance policy regarding coverage of personal electronic devices, as many insurance policies can cover loss or damage.

The school ICT Department is not able to undertake hardware repairs on personal devices, as this may infringe warranties and/or insurance policies. However we can offer advice and guidance regarding the maintenance and updating of applications and contact details for warranty assistance, if requested.

### **Q: What do we do about printing?**

Students will be able to print to multifunctional printing devices. Instructions regarding printing will be provided after setup by the ICT Department.

### **Q: Will there be a means of charging the device at school?**

Personal devices must be fully charged before school each day and run on battery power while at school. We strongly recommend parents purchase a device which has a substantial battery life that lasts the full school day.

### **Q: Will the school provide spare devices while my child's is being repaired?**

Spare Netbooks are available for students. These devices are school property and the loan time is usually restricted to three weeks. These devices must stay on school premises. Where it is anticipated that a repair will take longer, parents/guardians can discuss arrangements with the Head of School.

### **Q: Where is the device to be stored each day?**

The student device is to be stored *safely* in the classroom or student locker when not in use. Lockers should remain locked with an appropriate school padlock at all times and we recommend devices not remain on school grounds after the conclusion of school.

# Bring Your Own Device

## Requirements

### Windows Device Requirements

- Windows 10 64Bit or Windows 11 64bit \*
- Pentium or Athlon 64Bit Dual Core CPU or Better (Core i3/i5/i7 or Ryzen Recommended)
- 8GB RAM
- 128GB Solid State Drive
- 6 Hrs+ Battery Life
- 10 Inch Display (Minimum)
- Wireless AC or 6 with 5GHz Support
- Built in or Detachable QWERTY Keyboard and Trackpad
- Durable Carry Case/Bag
- HDMI out or Equivalent for Video
- Full Size USB-A Port or Suitable Adapter

**(\*Windows 10S & Windows 11S not supported due to inability to support most programs.)**

### MacOS Device Requirements

- MacOS 12 “Monterey” or Newer
- Intel Core Series CPU or Apple M Series CPU
- 8GB RAM
- 128GB Solid State Drive
- 6 Hrs+ Battery Life
- 10 Inch Display (Minimum)
- Wireless AC or 6 with 5GHz Support
- Built in or Detachable QWERTY Keyboard and Trackpad
- Durable Carry Case/Bag
- USB-C or Display Port Mini out or Equivalent for Video
- Full Size USB-A Port or Suitable Adapter

**(Chromebooks and Tablets/iPads not Supported)**

### Software:

The School will provide and install the following applications:

- Kaspersky (Anti-Virus Software)
- Microsoft Office 365 (Excel, Powerpoint & Word)
- Google Chrome
- Adobe Reader
- VLC Player

### Device Access:

Students must have full administrative access to the device so that they can install school programs and change settings.