



Elanora State School

Please complete BYOD Application Form 2024

This form is to be completed by the parent/guardian of the student participating in the Elanora State School BYOD program.

BYOD stands for Bring Your Own Device. This program allows students to bring a mobile device to Elanora State School that best supports their learning needs (within specifications). Our school is committed to educating students and staff in a contemporary learning environment. iPads and laptops are a powerful means of differentiation and personalizing a student's education, and student-owned devices facilitate student learning and communication style.

Acceptable use of the Elanora State School resources includes:

- Researching activities that relate to learning activities as part of the Elanora State School curriculum.
- The use of school provided email for exchanging appropriate information and engaging in collaborative projects related to curriculum requirements.
- The design and development of digital products related to curriculum learning activities.

Non- Acceptable use of the Elanora State School ICT resources include:

- Use of any ICT to act in a manner that is not respectful and/or is disruptive. This may include text, images or audio used in a negative, inappropriate, or offensive manner or be antisocial.
- Theft of, physical, or virtual damage to, equipment, network, software or files.
- Introduction of any software to the network or possession of software that could be considered compromising, or an impediment to, the network and data.
- Use of another person's password or allowing others to use your password.
- Disrespect of other's privacy and intellectual property and the trespass into other's folders, work or files.
- Visits to sites for purposes not related to the curriculum and/or the download of non-curriculum data and/or playing unauthorized games on the school network.
- Unauthorized access to equipment and physical and/or virtual spaces.
- Recording, photographing or videoing any students, or school personnel, without the express permission of the individual/s concerned and the supervising teacher.
- The use of social media or messaging services is not permitted on the school network. Parents must disable this function to ensure their children are safe at all times.
- iMessage and Facetime needs to be restricted during school hours. All communication with your child during the school day needs to be through the school administration. Whilst we understand that communication between home and school is important, iMessage and Facetime for parent/child communication is not allowed. iMessage and Facetime is not deemed a learning tool and as such use during school hours would constitute a breach of our BYOD Code of Conduct.

Settings

- Messages> iMessage off
- Settings > Facetime> Facetime off
- SIM cards are not be installed in the iPad whilst at school
- Tik Tok is not installed on the iPad
- Snap Chat is not installed

Additional Information

Some websites are only accessible if an email address is provided. Parents should discuss the danger of providing personal information on websites. Suggest to your child that he/she does not use their real identification information rather an appropriate nick-name or gamer tag.

If an address/account is required for school use we will seek your explicit written permission prior to using the resource in the school environment. A signed Online Services Consent Form is required before students are able to utilize certain apps and websites.

Disciplinary action may include the removal of the student from the BYOD program; detentions; suspensions or exclusion as per the Student Code of Conduct restricting or removing access to the school network.

Please visit our school website <https://elanorass.eq.edu.au/curriculum/bring-your-own-device>

- follow the “setting up your device instructions” before bringing the device to school.
- All BYO devices must gain approval and have a signed BYOD Application form before they are able to connect to Elanora State School network.
- Minimum specifications for an iPad is **IOS 16+** and a laptop is **Windows 10**.
- Some devices might be deemed not suitable to for school use (e.g. damaged screen).
- Any inappropriate material must be removed from personally owned devices before bringing the devices to school and such material must not be shared with other students.
- Families are responsible for providing their own individual insurance on privately owned electronic devices. Insurance is recommended by the school to optimize student access to a working device in order to provide continuity of learning.
- Elanora State School reserves the right to confiscate, access and review data on devices that appear on the school site.
- All BYOD connections to the Elanora State School network are logged.

When signing this document, I have acknowledged that the following checklist has been completed

- I have ensured Intune Company Portal App is installed
- I have ensured that the iPad is signed in with the Student Apple ID
- I have ensured iMessage and Facetime is turned off
- I have ensured there is no SIM installed in the iPad
- I have purchased Book Creator and installed it on the iPad
- I have ensured SNAP CHAT & TIK TOK are not installed on the iPad

Parent or guardian:

- I understand that the school provides my child with access to the school's information and communication technology (ICT) facilities and devices (including the internet) for valuable learning experiences. In regards to internet access, I understand that this will give my child access to information on computers from around the world; that the school cannot control what is on those computers; and that a small part of that information can be illegal, dangerous or offensive.
- I accept that, while teachers will always exercise their duty of care, protection against exposure to harmful information should depend upon responsible use by students/my child. Additionally, I will ensure that my child understands and adheres to the school's appropriate behaviour requirements and will not engage in inappropriate use of the school's ICT facilities and devices. Furthermore I will advise the school if any inappropriate material is received by my student/child that may have come from the school or from other students.
- I understand that the school is not responsible for safeguarding information stored by my child on a departmentally-owned student computer or mobile device.
- I understand that the school may remotely access the departmentally-owned student computer or mobile device for management purposes.

I believe Student's Name _____

understands this responsibility, and I hereby give my permission for him/her to access and use the school's ICT facilities and devices (including the internet) under the school rules. I understand where inappropriate online behaviours negatively affect the good order and management of the school, the school may commence disciplinary actions in line with this user agreement or the *Behaviour Management Policy*. This may include loss of access and usage of the school's ICT facilities and devices for a period of time to be determined.

By signing this agreement, I acknowledge that I have read the Student Code of Conduct:
<https://elanorass.eq.edu.au/curriculum/bring-your-own-device>

Parent/Guardian Name: _____

Parent's/Guardian's Signature _____ Date: / / 2024

OFFICE USE ONLY:

MIS ID _____ PASSWORD: _____

CLASS: _____ iPad Passcode: _____

Student ICT Use Agreement

General Use

1. I will **bring my BYOD iPad school each day** inside its case/cover.
2. I will ensure my **iPad is charged** and ready to use at the beginning of each school day.
3. I will hold the **iPad with two hands** when carrying it and **will walk** with it at all times.
4. I will **ensure my iPad is kept in my school bag on my trip to and from school**.
5. I will **keep food and drinks away** from my iPad at school.
6. I will **immediately report any accidents or breakages** to my parents and teachers.
7. I will **only take photos and record sound and video** when granted permission by my teacher.
8. I will **follow all staff directions** in relation to the use of my iPad.
9. I will not bring my iPad to school with a SIM card installed
10. If I choose not to bring my iPad to school, I will follow the above expectations with school owned equipment.

Content

1. I will use my iPad only to **support my school learning program** whilst at Elanora State School.
2. I permit my teachers and parents to **perform checks** to monitor that I have not installed illegal / unsuitable software and content and to check the websites that I visit. I understand there will be **consequences** for inappropriate use including, but not limited to, loss of privilege of using the iPad for a period of time.
3. I will ensure there is adequate free storage available on my device for classroom use.
4. Social networking, iMessage and Facetime apps are not permitted and only appropriate pictures and videos are to be stored on the device. Snapchat and Tiktok apps are not permitted on the device.
5. I am responsible to ensure my iPad is **backed up**.
6. If I choose not to bring my iPad to school, I will follow the above expectations with school owned equipment.

Safety and Security

1. Whilst at school, I will **only connect my iPad to DETE's filtered Internet service**, Education Queensland's Managed Internet Service only. When devices are used at home, parents are advised to monitor student online activity.
2. Whilst at school, I will **only go to websites at school** that support my learning activities.
3. I will only use my **school email account** for mail related to my learning.
4. Electronic messaging, communications and file transfer may be used for **educational purposes only**, under the direction of my teacher.
5. I will not reveal names, personal details or images of myself or others, online or in electronic communication unless it is safe and I am authorised to do so (parents and students are encouraged to visit the government eSafety site at <https://www.esafety.gov.au/> and discuss online safety and privacy).
6. I will **only take photos and record sound and video** when granted permission by my teacher.
7. The school name, logo or uniform must not be used in any way which would result in a negative impact for the school and its community. I will not post photos, audio or video of such online.
8. I will use my iPad lawfully and in accordance with the *Appropriate Use/Behaviour of School Network* guidelines regarding **ethical use** of equipment, technology, use of legal software, use of the Internet and the protection of personal data.
9. For security reasons, I am **not to share account names and passwords** with anyone unless requested by *Elanora State School* staff when servicing the iPad.
10. I am **responsible for the security and use of my iPad** while at Elanora State School. Lockable storage will be provided in each classroom for students to secure their iPad during lunch and play breaks.
11. If I choose not to bring my iPad to school, I will follow the above expectations with school owned equipment.

I am aware that non-compliance or irresponsible behaviour will result in consequences determined by the school.

Student Signature: _____

Accepted iPads : 7thGen, 8thGen and 9th Gen
iPad Air 2 and above and iPad Pro

Recommended iPad

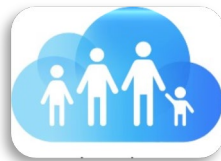
9th Gen & 10th Gen

*Optional iPad purchasing portals on school website.
Cases should be heavy duty and protect the iPad from any damage.

Not Accepted iPads

- iPad with a SIM card installed
- iPad minis are not compatible
- Cracked Screens

Student Apple ID



STUDENT APPLE ID:

Create a Child Apple ID and sign into iPad
with child Apple ID

Intune Company Portal



Install Intune Company Portal App

Book Creator



Book Creator is essential: \$4.49

This app is widely using in Prep – Year 4.

13+ The following apps are for students over the age of 13



Snapchat is a messaging app that lets you send images, videos or instant text messages to friends. These images, videos and messages are only available for a short period of time once they are opened. You can also use filters on your images and upload photo and video stories that last for 24 hours before they disappear. Businesses and organisations can create their own channels. Content posted to Snapchat is not as temporary as it may appear, as users can save chats or screenshot them without the sender knowing. Adult content can also be accessed in the app. SNAPCHAT is not deemed a learning tool and as such use during school hours would constitute a breach of our BYOD Code of Conduct



TikTok (formerly Music.ly) is a social media app for creating and sharing short videos. You can create and share short lip- sync, comedy and talent videos of 3 to 15 seconds. You can also create short looping videos up to 60 seconds long.

TIKTOK is not deemed a learning tool and as such use during school hours would constitute a breach of our BYOD Code of Conduct



Ensure iMessage and Facetime is turned off as per the ICT use Agreement form.

iMessage and Facetime needs to be restricted during school hours. All communication with your child during the school day needs to be through the school administration.

Whilst we understand that communication between home and school is important, iMessage and Facetime for parent/child communication is not allowed.



iMessage and Facetime is not deemed a learning tool and as such use during school hours would constitute a breach of our BYOD Code of Conduct