



Waimataitai School



BYOD Acceptable Use

BYOD = Bring Your Own Device

BYOD Agreement Form and Protocol for the Use of Technology

As new technologies continue to change the world in which we live, they also provide many new and positive educational benefits for classroom instruction. To encourage this growth, Year7 and 8 students at Waimataitai School may now bring their own technology to school.

Definition of “Technology”

For purposes of BYOD, “Technology” means privately owned wireless and/or portable electronic handheld equipment that includes, portable internet devices, equipment including laptops, netbooks, tablets/slates and smartphones that can be used for word processing, wireless Internet access, image capture/recording, sound recording and information transmitting/receiving/storing, etc.

Internet

Only the school wireless system may be accessed while at school from 9am until 12pm and then 12.40 until 3pm. Personal internet connective devices such as but not limited to cell phones / cell network adapters t-stick, modem, etc, are not permitted to be used to access outside internet sources at any time.

Security and Damages

Responsibility to keep the device secure rests with the individual owner. Waimataitai School, nor its staff or employees, is not liable for any device stolen or damaged at school. If a device is stolen or damaged, it will be handled through the administrative office similar to other personal effects. It is recommended that skins (decals) and other custom touches are used to physically identify your device from others. Additionally, protective cases for technology are encouraged.

BYOD Waimataitai School Student Agreement

The use of technology to provide educational material is not a necessity but a privilege. A student does not have the right to use his or her laptop, cell phone or other electronic device while at school. When abused, privileges will be taken away. When respected, they will benefit the learning environment as a whole. Students and parents/guardians participating in BYOD must adhere to all Board policies, particularly Internet Acceptable Use and Internet Safety. Additionally, technology:

- Must be in silent mode while in school
- May only be used to access files on computer or internet sites which are relevant to the classroom curriculum.

Students acknowledge that:

The school's network filters will be applied to connections to the internet and attempts will not be made to bypass them.

- Bringing on premises or infecting the network with a Virus, Trojan, or program designed to damage, alter, destroy, or provide access to unauthorized data or information is in violation of Student Acceptable Use Policy.
- Processing or accessing information on school property related to “hacking”, altering, or bypassing network security policies is in violation of Student Acceptable Use Policy.
- Waimataitai School has the right to collect and examine any device that is suspected of causing problems or was the source of an attack or virus infection.
- The school has the right to inspect files on any device brought into school and as part of a school activity, irrespective of if it has been the cause of a problem/ attack / virus (This covers devices that may contain objectionable material obtained offsite and stored on the Student Owned Device)
- It is the owner's responsibility for the repair of any malfunctioning / damaged devices. Waimataitai School does not supply technical services for student owned devices.
- Personal technology is fully charged prior to bringing it to school and runs off its own battery while at school. Charging your device will be available on a limited basis only and is at the discretion of the classroom teacher.
- Any student who wishes to bring a device into school will need to arrange a time with the school office to get their device set up.

Further details regarding BYOD at Waimataitai School can be found on the BYOD page on our website

www.waimataitai.school.nz



BYOD Agreement Between Waimataitai School and



Please review and sign the BYOD agreement between parents and students. No student will be permitted to use personal technology devices unless the agreement is signed and returned.

Students and parents participating in BYOD must adhere to the Waimataitai School Student Code of conduct, as well as all Board policies, particularly Internet Acceptable User Policy and Internet Safety Policy. **Please read carefully and students initial every statement:**

	Students take full responsibility for their devices and insurance for the device also. The school is not responsible for the security of personal technology. Personal devices cannot be left at school before or after school hours.
	When devices are not in use they will be stored in the appropriate place, the school holds no responsibility any loss or damage which might occur.
	Devices will only be used under adult supervision, when adults are present
	Devices cannot be used during assessments, unless otherwise directed by a teacher.
	Students must immediately comply with teachers' requests to shut down devices or close the screen. Devices must be in silent mode and put away when asked by teachers.
	Students must protect the privacy of others and never post private information about another. Students are not permitted to transmit or post photographic images/videos of any person from school on public and/or social networking sites. Nor are they to take photos of students in uniform or onsite, or at a school activity without the express permission of the individual.
	Personal devices must be charged prior to bringing them to school and run off their own batteries while at school. Charging will be available on a limited basis and is up to teacher discretion.
	To ensure appropriate network filters, students will only use the BYOD wireless connection only in school and will not attempt to bypass the network restrictions by using 3G or 4G network.
	Students understand that bringing devices on premises or infecting the network with a Virus, Trojan, or program designed to damage, alter, destroy, or provide access to unauthorized data or information is in violation of the Acceptable Use policy and will result in disciplinary actions. The school has the right to collect and examine any device that is suspected of causing problems or is the source of an attack or virus infection.
	The school has the right to inspect files on any device bought on campus irrespective of if it has been the cause of a problem / attack / virus (This covers devices that may contain objectionable material obtained offsite and stored on the Student Owned Device)
	It is the owner's responsibility for the repair of any malfunctioning / damaged devices. Waimataitai School does not supply technical services for student owned devices.
	Devices brought to school are for the individuals use, any sharing is at their discretion
	My Device has the ability to HIGHLY RECOMMENDED
	<input type="checkbox"/> Word process <input type="checkbox"/> Produce a presentation (Keynote/Powerpoint) <input type="checkbox"/> Record my work (Imovie, video, show-me)

If the rules and expectations are abused then the privilege of use of personal devices at school may be taken away.

I understand and will abide by the above policy and guidelines. I further understand that any violation is unethical and may result in the loss of my technology privileges as well as other disciplinary action.

Student Name		Student Signature	Date
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I have discussed the scenarios, potential problems and responsible use of the internet.

I will contact the school if there is anything here I do not understand. If there is a situation that concerns me, I will contact either the school or Netsafe www.netsafe.org.nz

Parent Name		Parent Signature	Date
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Device Inventory for Students are allowed a maximum of two devices

If the student will be participating in BYOD, please check all devices that apply.

iPad iTouch iPhone MacBook

Laptop Netbook Notebook

Smartphone Type

Tablet Type

Printed Student Name

Signature of Student

Date

Printed Parent Name

Signature of Parent

Date

Office Use:

Student Login						
MAC Address of device						
Serial Number of device						
MAC Address of device						
Serial Number of device						