

Naenae College

BYOD Policy



Bring Your Own Device (BYOD)

At Naenae College, we follow our Digital Technology and Online Safety policy to create a learning environment that promotes the safe and responsible use of digital technology. Students may bring their own device to school for learning to enhance their digital literacy.

This Bring Your Own Device (BYOD) policy applies to devices that are either:

- owned by parents/caregivers
- leased to parents/caregivers by the school
- leased to parents/caregivers through an external company.

Conditions of use

Students in years 9–13 may bring their own device to school to enhance their learning, provided that the following conditions are met:

The student and their parent/caregiver read and sign the school BYOD agreement and comply with the expectations and responsibilities set out in the agreement. Students are also expected to comply with our digital technology use agreements.

BYOD Devices

To ensure the device is useful in the classroom it must:

- Have a battery that lasts a school day - the school can't provide power outlets for students to charge their laptops nor have power leads run across the floor (health and safety issues).
- Support one of the following operating systems: Windows 11, MacOS or ChromeOS.
- The device must have a keyboard: this would exclude iPads/tablets unless a keyboard was added.

Minimum Specifications

- Chromebook: Intel N150 processor, 4GB RAM, 32GB SSD storage
- Windows: Intel I5, 16GB RAM, 256 GB SSD storage, 14" screen
- Mac: MacBook Air, M2 processor, 16GB RAM, 256GB SSD storage, 13" screen

Parents/Caregivers record the serial number of the device, and are responsible for its insurance and maintenance.

Breaches

If a student breaches the BYOD agreement, they may lose the privilege of bringing their own device to the school. We inform parents/caregivers about the breach, as appropriate. Our response is guided by the following policies and procedures.

- Behaviour Management
- Responding to Digital Incidents
- Surrender and Retention of Personal Digital Devices

Naenae College BYOD Student/Whānau Agreement

Personal Chromebook/Laptop

As new technologies continue to change in the world in which we live, they also provide many new and positive educational benefits for classroom teaching and learning. To encourage this growth, students at Naenae College may now bring their device to school.

Please review the BYOD agreement and statements below with your student.

- All devices brought to school are my student's responsibility and the insurance for the device is my responsibility.
- As a parent/caregiver I will ensure that all programs and applications on my student's device are suitable and appropriate for the school environment.
- Students will be responsible for their own device and when it is not being used for learning it is to be kept in their school bag. The school holds no responsibility for any loss of damage that may occur.
- **All devices must be fully charged when they arrive at school each day.** Students may bring a charger to use at school but there will be limited ability to charge devices.
- Devices will be used under teacher supervision during class time.
- Devices brought to school are for the use of my student only.
- Teachers will encourage the use of these devices for learning whenever possible. **(A mobile/cell phone is not a device)**
- Students will use their device or cloud-based applications such as Google Apps for storage and management of information and schoolwork.
- Students will need to adhere to the rules and guidelines of safe internet while they are at school. Any non-compliance will result in the device not being able to be used at school for a period of time. The main piece of legislation is The Harmful Digital Communications Act.

BYOD Student Chromebooks/Laptops – A Focus on Learning and Safety

If your child/tamariki is bringing a Chromebook/Laptop to school we want to make sure they (and you) get the maximum learning from it. To help achieve this, we will enrol your child/tamariki's Chromebook into the school's Google space.

How does this help their learning:

- During the school day they can only use their school Google account – before school and after school they can use their school account and any personal Google accounts they have.
- We will install an app to keep them cybersafe – that filters and blocks inappropriate Internet content.
- This app also lets teachers easily share web links, pause their Internet usage for class discussions, and see what students are doing on their Chromebooks/Laptops – this is **only** when they are on the school network.

If a student uses their device inappropriately, our student management policies will be applied.

Signed: _____ (Student)

Signed: _____ (Caregiver).