



## **Taminmin College Bring Your Own Device Program: User Charter**

The Taminmin College Bring Your Own Device (BYOD) Program provides students with the freedom to use their own personal technology device within the classroom for educational purposes only.

This Bring Your Own Device User Charter must be agreed to and signed before students are permitted to bring their device to school and connect to the school's networks and services.

Students and parents/carers must carefully read this Charter prior to signing it. Any questions should be addressed to the school and clarification obtained before the Charter is signed.

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### **Bring Your Own Device User Charter**

#### **Agreement:**

- i. We have read the following 4 pages of the Bring Your Own Device User Charter.
- ii. We understand our responsibilities regarding the use of the device and the internet.
- iii. In signing below, we understand and agree to the Bring Your Own Device User Charter.
- iv. We understand that failure to comply with the Bring Your Own Device User Charter will invoke the school's standard discipline procedures and/or the actions outlined in clause (8).

Name of student:.....

Signature of student: .....Date: ..... / ..... / .....

Name of parent/carer:.....

Signature of parent/carer: .....Date: ..... / ..... / .....

**PLEASE SIGN AND RETURN THIS PAGE**





## **1. Purpose**

The Taminmin College Bring Your Own Device (BYOD) Program allows students the freedom to tailor their choice of technology to their own educational needs. This will be facilitated in accordance with the Taminmin College BYOD Policy. Students and parents must be aware of and consent to the program's boundaries described in this BYOD User Charter.

## **2. Scope and Definitions**

### **2.1 Parties**

This agreement is between Taminmin College, a student currently attending or who will be attending Taminmin College, and their parent/carer.

### **2.2 “Student” and Students”**

Reference in this agreement to Student or Students means a student currently attending or who will be attending Taminmin College and binds his parent or carer.

### **2.3 “Device”**

Reference in this agreement to Device means an electronic device brought to school by a student pursuant to the schools Bring Your Own Device program and this BYOD User Charter.

## **3. Equipment**

### **3.1 Choice of Device**

The device must meet all the requirements of the Taminmin College Device Specification. The Device Specifications is a separate document available from Taminmin College

### **3.2 Use of Alternate Devices**

Devices that are not in accordance with clause 3.1 are not permitted for use in the Bring Your Own Device program.

### **3.3 Damage or loss of equipment**

**3.3.1.** Students bring their own device for use at Taminmin College at their own risk

**3.3.2.** For the removal of any doubt, Taminmin College will not be responsible for loss, theft, or damage to:

- a) The device
- b) Data stored on the device
- c) Peripheral equipment

While the device is at school, during school related activity, or traveling to and from school.

**3.3.3.** Parents and students should consider whether their device requires insurance and whether specific accidental loss and damage insurance is appropriate for the device.





#### **4. Peripheral Equipment**

Students should avoid bringing peripheral device equipment to school. Liability for damage or loss of peripheral equipment will in all circumstances be borne by the student.

Peripheral equipment includes:

- a) Chargers
- b) Charging cables
- c) Docking cradles, with the exception of a docking cradle that includes an integrated keyboard
- d) External pointing devices, such as computer mice
- e) Adapters for the connection of video output or data transfer

#### **5. Data**

Students are responsible for:

- a) Taking due care with the storage of their data.
- b) Backing up all data securely. All electronic data and resources used for school coursework must be stored on another device (such as an external hard drive or USB based storage) or a cloud based service such as Google Drive, or Microsoft OneDrive that is provided by Taminmin College and accessible on demand. Students must not rely solely on the continued integrity of data on their personal learning device.

#### **6. Acceptable use of personal devices**

Use of BYOD devices during school hours is at the discretion of teachers and staff.

- 6.1. The primary purpose of the device at school is educational.
- 6.2. Students must bring their device to school fully charged.
- 6.3. While at school, all material on the device is subject to review by school staff.
- 6.4. Students are to connect their device to the designated wireless network only. Students are not permitted to access the internet by directly by-passing the school's firewall. Students are not to connect their personal learning device to cellular networks whilst at school.
- 6.5. Students are not to create, participate in, or circulate content that attempts to undermine, hack into and/or bypass the hardware and software security mechanisms that are in place.
- 6.6. Students are not to take, share or publish in any way, shape or form unsolicited photos or video of others especially staff without their consent.
- 6.7. Games are not to be played whilst at school. (Unless the game is deemed to be educational in nature by your classroom teacher and permission is granted). Social media, video and picture sharing applications/websites and instant messaging facilities, are not to be accessed at any time unless specifically instructed by the teacher.
- 6.8. Communication between teachers and students must only take place via SCHOOL BASED communication systems. (e.g. School based Outlook Web Applications)
- 6.9. Copyright of materials from electronic resources is to be observed



## **7. Access and Security**

Students will:

- 7.1. Ensure that communication through internet and online communication services is related to learning.
- 7.2. Ensure that personal use is kept to a minimum and internet and online communication services is generally used for genuine curriculum and educational activities. Use of unauthorized programs and intentionally downloading unauthorized software, graphics or music that is not associated with learning, is not permitted
- 7.3. Keep passwords confidential, and change them when prompted, or when known by another user.
- 7.4. promptly inform the teacher if they suspect they have received a computer virus or spam (i.e. unsolicited email) or if they receive a message that is inappropriate
- 7.5. never knowingly initiate or forward emails or other messages containing:
  - a) A message that was sent to them in confidence.
  - b) A computer virus or attachment that is capable of damaging recipients' computers.
  - c) Chain letters and hoax emails.
  - d) Spam, e.g. unsolicited advertising material.
- 7.6. Never send or publish:
  - a) Unacceptable or unlawful material or remarks, including offensive, abusive or discriminatory comments.
  - b) Threatening, bullying or harassing another person or making excessive or unreasonable demands upon another person.
  - c) Sexually explicit or sexually suggestive material or correspondence.
  - d) False or defamatory information about a person or organisation.

## **8. Misuse and Breaches of Acceptable Usage**

**The student is responsible for:**

- a) Their actions while using internet and online communication services.
- b) Any breaches caused by allowing any other person to use their school based account to access internet and online communication services.
- c) The misuse of internet and online communication services may result in disciplinary action which includes, but is not limited to, the withdrawal of access to services.

### **8.1. Examples of action the school may take in cases of misuse include:**

- a) the device is taken away by a senior teacher for the remainder of the lesson
- b) the device is taken away by an Assistant Principal for the remainder of the school day and/or until a parent or carer picks up the device
- c) permission for the student to bring their device to school pursuant to the Bring Your Own Device policy is revoked
- d) Conventional discipline procedures, including detention or suspension where deemed appropriate, pursuant to the schools discipline procedures.

