

Northcote Intermediate School

Personal Digital Devices Policy

Purpose: To enable students and families to bring personal digital devices to school for learning purposes and to clearly outline responsibilities of each party.

GUIDELINES

- Digital devices are the student's responsibility.
- Insurance is the responsibility of the parent. All/any damage will be claimed under personal contents insurance.
- Digital devices must meet the minimum requirements with our existing network.
- Parents/caregivers wishing to supply a digital device for student use must first complete a Digital Device Programme agreement.
- The school will keep records for security reasons and will include records of the student's name, room number, device serial number, and model.
- The digital device is for the use of the owner. Any sharing of the device is at the owners' discretion.
- Any updating of purchased software is the responsibility of the owner.
- Teachers will encourage the use of digital devices and students will be able to use digital devices for homework activities.
- We, the school, reserve the right to deny the student from the use of a digital device at school for any misuse that involves illegal, immoral, and inappropriate materials or applications.
- The school can audit all digital devices at any time.

Reviewed: _____

Digital Device Programme

Dear parents/caregivers;

We are looking to prepare ourselves for an exciting new future in teaching and learning and the ability for students to have access to a personal digital device at school. There is plenty of interest and debate currently about students bringing their own devices but there is surprisingly very little information relating to their use in a classroom, particularly when related to or measured against student achievement. We aim to work alongside students to investigate how devices might best be managed and used in the classroom setting. Specifically, we aim to develop sound pedagogical practices that can be applied across the school.

At this point in time we are only allowing students to bring a netbook, laptop or tablet and we are not allowing iPod touches or allowing Wi-Fi connections for smartphones at this stage. Students are encouraged to use the class lockable cupboard to store their devices when not in use. We will still have access to our current digital resources and classroom computers so students, who choose not to take part, will not be disadvantaged. As this is new to the school, we would value and encourage feedback from parents and students to ensure that bringing their own device is benefitting their learning.

Although the device will be linked through our internet connection, and content can be tracked, the ultimate responsibility for the content on the device still remains the students and parents.

On our website you will find a student/parent/caregiver agreement form and a digital devices policy if you are interested in your child bringing a device to school.

Yours sincerely

Ben Kelsey

Principal

Agreement for the use of personally owned digital devices at Northcote Intermediate School

- Digital devices are for learning purposes only.
- Digital devices are the student's responsibility.
- Parents/caregivers must take full responsibility for theft or damage to the digital device and ensure that the digital device is insured. Please check with your insurance company to ensure cover is valid outside the home.
- We, the school, reserve the right to deny the student from the use of a digital device at school for any misuse that involves illegal, immoral, and inappropriate materials or applications.
- Backup is the responsibility of the owner.
- During school hours devices can be kept in a lockable cupboard located in each class.
- Only appropriate software/programmes/applications can be used on digital devices in school.
- During interval and lunchtime students may use their devices under supervision in the library area only.
- Student files may be stored on the digital device, student disk/USB drive or the school server
- . Backing up files is the responsibility of the digital device's owner.
- All software issues are the responsibility of the owner.

Signed Parent/Caregiver:

Signed Student:

Personal Digital Device Programme:

Student's name: _____

Classroom _____

Please circle device type:

LAPTOP

NETBOOK

TABLET

Model: _____

Serial number: _____

Personal Digital Devices policy and agreement signed and attached.

