



# Bring Your Own Designated Device Information

For Parents & Students



---

## Rationale

---

**Our aim is to develop in students a high level of digital skills and knowledge which will enrich their lifelong learning and enhance their employment opportunities.**

Bring Your Own Designated Device (BYODD) assists students to develop these skills which greatly enhance a student's success and engagement at school. These skills also prepare students for the world of work where technological competence is essential.

Our program is not just about typing up essays on the device. It is about providing students and teachers with the opportunity to explore new and powerful learning possibilities across the curriculum using the amazing applications available through technology. A computer device allows

students to access information instantly and to take advantage of the myriad of digital learning and communication software available.

BYODD in classes assist in redefining learning. Access to immediate technology enables the staff to prepare and present new and exciting ways of achieving educational outcomes which were previously not possible.

---

## School Designated Devices

---

**Purchasing a device from the School Supported Device List ensure greater learning flexibility and access to resources as students will be connected to the whole Blackburn High School network allowing seamless access to resources.**

### How To Purchase

Please follow the link below to view where to purchase the current supported devices.

<https://blackburn.orderportal.com.au>

### Accidental Damage Protection

It is highly recommended that you take out Accidental Damage Protection (ADP) when purchasing a device or adding the device to your existing insurance policy.





---

## School Image On Designated Devices

---

Students are required to bring a designated device from the list provided by the school.

**The benefits of using the school image are many. The school image will:**

- Provide greater learning flexibility and access to resources as students will be automatically connected to the whole Blackburn High School network allowing seamless access to all these resources from home and at school.
- Provide access to anti-virus software and automatic updates.

- Provide access to the full suite of Microsoft Office.
- Provide access to Microsoft educational apps as well as a range of educational resources.

It is important to point out that when the school's image is loaded onto the student's machine all existing programs and data will be removed from the device and replaced with the school's image. It is highly recommended that any personal programs and data are backed up.

---

# How The Program Improves Student Learning

---

Following are just a few of the creative and unique ways students use their device:

- Research information.
- Organise ideas.
- Make blogs and wikis.
- Make websites.
- Survey people.
- Present information using a variety of technologies.
- **Access Clickview** – A powerful Educational “You Tube” where students can access lessons, documentaries, experiments, research and much more which are all aligned with Victorian Curriculum and VCE Study Design.
- Access a variety of educationally appropriate and tested apps via the Education Department platform.
- Learn and use the suite of Microsoft software programs – Word, Excel, PowerPoint and Outlook.
- Make games to demonstrate learning.
- Collaborate with teachers and other students.
- **Edrolo** – Educational Program to Support VCE Learning.
- Share resources and work.
- Communicate with teachers and other students.
- Participate in the eSmart Program designed to teach students how to use technology responsibly and keep themselves safe – includes digital footprints, cyberbullying and electronic security.
- Use digital editions of textbooks.
- Use educational games.
- Use their device and/or phones as a learning tool. This also enables students to become accustomed to a range of technologies. They learn to use learning tools that have known benefits in the classroom. This includes organizational tools, such as note-taking applications, calendars and virtual sticky notes. These help students stay more organized by keeping all of their information centralized and connected between devices. Students can experience a range of apps/programs to find what works for them and tailor their devices to help them perform more effectively and efficiently.
- Use Compass to access class resources, events, school calendar, assessment and reporting, news feeds at home and at school.



---

## Security On Student Devices

---

The student will remain the administrator of the device and we encourage parents to monitor any additional programs or apps which are uploaded.



---

## Cybersafety

---

**Blackburn High School is very aware of the issues surrounding the use of ICT, including digital footprints, cyberbullying and electronic security.**

Part of our role in educating our school community is the eSmart program sponsored by the Alannah and Madeline Foundation. A framework for becoming an eSmart school has been developed, which our school has implement.

To support students with learning to be safe online we run Mentor Group sessions and regularly access resources and information from a number of government sponsored sites including the Cybersmart website.

Cybersmart is a national cyber safety and cyber security education program managed by the Australian and Media Authority (ACMA) as part of the Australian Government's commitment to cyber safety.

**[www.esafety.gov.au](http://www.esafety.gov.au)**

Cybersmart also provides an excellent cyber safety toolbox with information and strategies for parents.

**[www.esmart.org.au](http://www.esmart.org.au)**

---

## eSMART

---

*“Young people are at risk of unsafe, abusive, or aggressive behaviour online and through mobile phones such as: cyber bullying, sexual predation, stalking, accessing inappropriate content, sending sexually suggestive images and identity fraud.”*

Bring Your Own Designated Device



# Responsible Use of ICT/Resources Agreement

It is a privilege and not a right to use computer, internet services and resources provided by Blackburn High School.

To support learning at school, we want students to use a school-supported computer because teachers and students will be able to use the same software which has been approved by the Department of Education.

---

**Before access is granted the following agreement must be read and agreement acknowledged on Xuno by students and parents/guardians.**

---

This agreement refers to the use of the Resource Centre, school ICT, as well as your personal, school-supported computer. A copy of this agreement can be found at: <https://www.blackburnhs.vic.edu.au/school-policies/>

**When I use digital technology at Blackburn High School I agree to:**

1. Limit my technology use to a school-supported computer. If I do bring a mobile phone or any equivalent devices such as a Smart watch onto the school grounds, I will keep these in my locker for the duration of the school day (8:35am to 3:15pm), including all classes, recess and lunch. On camps and excursions, mobile phones and Smart devices will be stored away and only used as directed by a teacher.
2. Use my school-supported computer only for class work and study during the school day. Unless studying, computers should be kept in lockers at recess and lunchtime.
3. Use earphones only if instructed by a teacher. Otherwise, I will keep them in my locker.
4. Bring a fully charged, safe and functional computer to school each day. The school will not provide any charging services for student devices.
5. Transport my computer in a padded computer bag or hard cover case when moving between classrooms and to and from school to prevent damage.
6. Keep my computer in a secured locker when not in use. I understand the school will not be held responsible for damage, lost or theft.
7. Use Xuno regularly to assist me with my learning. This includes checking my subject schedule, learning tasks, events and emails. I will save a copy of my reports and examine them when they are published throughout the year.
8. Regularly check my school email account.
9. Be a safe, responsible and ethical user at all times.
10. Follow instructions at all times, including when requested to give a computer to a staff member.
11. Protect my privacy rights and those of others by not forwarding or giving out personal or private details including full names, telephone numbers, addresses and images.
12. Support others by being respectful in how I communicate with them and never write or participate in online bullying (this includes forwarding messages and supporting others in harmful, inappropriate or hurtful online behaviour).
13. Only take photos and record sound or video when it is part of an approved lesson or activity, using my computer and not a mobile phone.
14. Seek permission from all individuals involved before taking photos, recording sound or videoing them.
15. Seek written permission from all individuals involved before publishing or sending photos, recorded sound or video to any online space.
16. Be respectful in the photos I take or video I capture and never use these as a tool for bullying.
17. Not share my login and password details with any other person, or use another person's account to access ICT, unless requested by System Administrators.
18. Not interfere with ICT security or the data of another user.
19. Talk to a staff member if I feel uncomfortable or unsafe online or see others participating in unsafe, inappropriate or hurtful online behaviour.
20. Use my computer only if directed by the teacher, otherwise keeping it closed during class-times.
21. Seek to understand the terms and conditions of websites and online communities and be aware that content I upload or post is my digital footprint.
22. Think critically about other users' intellectual property and how I use content posted on the internet.
23. Abide by copyright procedures when using content on websites and cite references where necessary.
24. Not bring inappropriate content or copyright protected content to school either on my computer or an external storage computer.
25. Not access or transmit inappropriate or illegal content or run unauthorised programs.
26. Not attempt to use any software or web sites designed to deliberately by-pass the school's ICT systems.
27. Abide by the System Administrators requests to add or delete an application and/or content from my computer.
28. Abide by the System Administrators or a teacher's request to view/access any content that I bring to school on my computer and delete if inappropriate or illegal.
29. Back up the contents of my computer regularly to a secondary storage location. I understand that if no back up has occurred, this is not a valid reason for non-submission or late submission of work.
30. Not wilfully damage any equipment, and treat all equipment with respect. I will report any damage immediately. I may be held liable for any damage to equipment.
31. Read, understand and agree to comply with the Responsible borrowing agreement. The latest version can be accessed online at <https://www.blackburnhs.vic.edu.au/school-policies/>
32. Permit the school to use my/my child's data to improve student learning. This includes allowing third party organisations such as Xuno, Edutest and Microsoft and those with Department of Education agreements, to store my data for school use only.
33. Comply with this agreement, and understand that failure to comply may result in not being permitted to use ICT resources. **I accept that additional actions may be implemented depending on the nature of the breach of this agreement.** I acknowledge each time I breach the agreement, my mentor teacher and/or a member of the house leadership team will discuss with me the reasons for the agreement and strategies to use to avoid further infringements. I understand my infringement count will be ongoing during my time at school. My infringement count will not be reset at the start of the new academic year.

I understand that this agreement may change at any time without notice and that I can access the latest version online at <https://www.blackburnhs.vic.edu.au/school-policies/>

This Acceptable Use Agreement also applies during school excursions, camps and extra-curricular activities.

---

## FAQ's

---

### 1. What options does my child have for bringing a mobile device to school?

Students can choose to purchase one of the devices on the school list on the Purchasing Devices page. The list has a range of devices to suit the students age, usage and importantly your budget. When students bring a device from the school list we highly recommend that the image on the machine is the one provided by the school.

### 2. How is our device connected to the school network?

Our Information Technology Manager will oversee this process. Devices purchased from the school list will have the school image uploaded and given access to the internet and printers. Students with devices not on the school list will be given access to the internet and printers.

### 3. What happens if my child's device is lost or stolen?

Like any personal item brought to school, the security of the device and its care is the responsibility of the student. The school does not have insurance to cover loss or damage to personal items belonging to students or staff.

Therefore, we recommend that all students have a robust case or carry case. Computer carry cases should fit in the student's school bag. Students should also ensure that their locker is locked at all times.

We strongly recommend purchasing Accidental Damage Protection which can be purchased when buying the device via the BYOD purchase portal.

<https://blackburn.orderportal.com.au>

### 4. Do I need to buy additional software for the device?

Devices from the school list – No you don't have to buy any additional software. The school will put an image on the device which contains all the software – free of charge. Additional software, other than the school software, can be added as you choose. Additional software can be added as you choose.

### 5. Do I need to buy additional software for the devices?

Student with devices not on the supported device list will be given access to the internet and printers.



---

## More Information?

---

### Blackburn High School

W: [blackburnhs.vic.gov.au](http://blackburnhs.vic.gov.au)

E: [blackburn.hs@education.vic.gov.au](mailto:blackburn.hs@education.vic.gov.au)

P: +61 3 8804 6464 F: +61 3 8804 6499