

Grace Lutheran  
PRIMARY SCHOOL  
GROW IN GRACE



# BYOD Program Booklet 2019

## OUR MISSION

Our strategic intent is to ENGAGE, EDUCATE, EXCITE.

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## BYOD AT GRACE LUTHERAN PRIMARY SCHOOL

Grace Lutheran Primary School believes in providing a 21<sup>st</sup> century agile flexible education for our students. We believe in providing a curriculum that is delivered through creative and collaborative learning environments which are innovative, student led, collaborative and developed upon best practice.

Developing students' digital literacy is more important today than ever before. The very foundation of our Bring Your Own Device (BYOD) Program is built upon a philosophy that builds students capacity and digital literacies. We have a well-established curriculum that empowers students to engage in a digital world and develop necessary skills.

The Grace Lutheran Primary School BYOD Program allows students from Years 4 to 6 to bring an iPad or iPad Pro to school to assist them in their learning. We recommend devices have a keyboard, protective case and headphones. Further technical specifications are outlined in this document.

At Grace Lutheran Primary School we believe that technology in the classroom has the potential to be an important enabler of global learning. It is able to facilitate deeper learning and further develop and enhance the ability for students to create, collaborate and curate with peers, teachers and the wider community.

This booklet contains procedures and guidelines specific to the BYOD Program. This document should be read in conjunction with the Grace Lutheran Primary School eSmart Policy which addresses specific user expectations that are associated with the program.

## SAFE ONLINE BEHAVIOURS

Grace Lutheran Primary School believes in working in partnership with parents to promote the safe online behaviour of students. It is essential for us to develop globally connected students who have a positive digital footprint and positive digital image. It is important in the 21<sup>st</sup> century that students are able to work and socialise in online environments.

As a part of the school digital literacies program we encourage students to follow the THINK process when in online environments that is:



## iPAD IN THE HOME: TIPS FOR PARENTS.

1. Talk to other parents. Find out what management strategies work and which ones don't. Appreciate that you are in the same boat as other families.
2. Put rules in place from the very beginning. Be consistent and persistent.
3. Keep use to restricted hours. This will control the socializing and messaging that can go on through the night. Using the Apple Screen Time can assist with this.
4. Use a docking station in an open area of the house where iPads are to remain during appropriate times.
5. Ensure that when homework is being done, all social game apps are turned off. Set notifications to OFF for any apps. These can be distracting at home and in the classroom.
6. Do not let iPads to be taken into bedrooms. Clear visible areas are best where you can monitor.
7. Set up a chores system where students complete a number of different jobs around the house and earn screen time as rewards.
8. Be careful with credit card use. Do not link one to your child's iTunes account. Better to use iTunes gift cards.
9. Monitor Messenger use and what is being sent.
10. Use a few games as a reward for good behaviour & restrict/un-install the games for unacceptable behaviour or misuse. You can reinstall apps that have been paid for at any time later for free.

### USEFUL LINKS

[Apple Parental Control Setup](#)

[How to Apple Use Screen Time \(IOS12\)](#)

[iParent](#)

## DEVICE SELECTION AND TECHNICAL SPECIFICATION

Students entering Years 4 to 6 in 2019 require an iPad.

### **WE RECOMMEND THE IPAD SHOULD:**

- Be an iPad 6<sup>th</sup> Generation or iPad Pro (iPad Air is acceptable however they are being phased out)
- Have a keyboard
- Be minimum 32gb HDD
- Be minimum 9.7inches (not an iPad mini)
- Be less than 2 years' old
- Always be running up to date IOS software
- Have accidental damage and theft insurance
- Have a 2-year warranty or greater
- 5 ghz ac wireless compatible

## SOFTWARE

Students are expected to come to the college with a number of apps pre- installed on their device. The school will provide an app list; this will be accessible through the Parent Portal. The app list will be released in the Parent Portal one week prior to the students returning to school.

Paid apps will be provided by the school following strict guidelines for teachers.

Pre-purchased apps will have a code which will be provided to parents, so apps can be downloaded at home. WE RECOMMEND PARENTS DO NOT ATTACH A CREDIT CARD to school used iPad.

Occasionally free apps may be requested to be installed at any time throughout the year.

If you have further software related queries, please do not hesitate to contact [ipadprogram@glps.qld.edu.au](mailto:ipadprogram@glps.qld.edu.au)

## JB HI-FI ONLINE

JB Hi-Fi Online BYOD provides families with access to a wide range of education-specific devices, accessories and insurance at affordable prices. Products differ from those available in retail stores, as they are education specific and selected for their compatibility for our school's ICT infrastructure and curriculum, as well as meeting the student's needs at home. It is a way to help families and students get the best deal on technology for interactive learning.

As a parent or carer of a student you will have access to:

- A customised dedicated online portal for managing your device purchases
- Education specific product, not available in retail stores
- Products specifically selected and approved for use by your school
- Education specific discounted pricing
- A wide range of accessories to support your device
- Extended warranties and insurance options
- Finance options including interest free finance
- Pickup from your school or at your local JB Hi-Fi store

### HOW IT WORKS

The online portal offers a step-by-step navigation. To pre-order your child's education device simply:

1. Go to [www.jbeducation.com.au/byod](http://www.jbeducation.com.au/byod)
2. Enter our school code: GRACEBYOD2019
3. Once logged in, select a student programme.
4. Choose your nominated JB Hi-Fi store for pick up.
5. Follow the prompts, enter your details, then choose your products, insurance and any accessories.
6. Select a payment method and complete your pre-order.
7. If you have any questions, please contact JB Hi-Fi at [www.jbeducation.com.au/byod](http://www.jbeducation.com.au/byod) or call 1300 730 548.

## STUDENT RESPONSIBILITIES

It is the expectation of the school that students:

- Bring their device fully-charged and ready to use every day.
- Be comfortable and confident in the operation and use of the device.
- Take responsibility for care of the device. E.g. keeping it in its case/protective sleeve throughout the day to avoid physical damage, not leaving the device unattended. The school does not accept responsibility for theft or loss of the device.
- Respond to teacher direction regarding use of their device.
- Manage their time, use and battery life of their laptop so that at school it can be used productively for educational purposes.
- Use the device responsibly, appropriately and respectfully.
- Keep passwords private and protecting their device so it requires a login when not in use.
- Using school Wi-Fi only, not 3G or 4G.
- Before you photograph or video another person in the college you must seek permission from that person and the teacher in charge. Images and videos are not to be shared online without the permission from the teacher in charge.
- At all times being mindful of both their own digital reputation and that of the school.
- Ensure that software and apps are regularly updated to ensure the device is an effective tool for learning.
- Back up important work and files regularly (this can include the use of Cloud storage).

Consequences of misuse or failure to fulfil these obligations will be applied and dealt with as a behavioural issue. This may include withdrawal or restriction of BYOD privileges.

## PARENT/GUARDIAN RESPONSIBILITIES

Parents / Guardians should consider the following:

- The school does not accept any responsibility for damage, loss or theft of the device, data or supplementary accessories.
- The school urges parents to discuss the cover of their student's device with their preferred insurance company, as cover may be obtained under most home and contents insurance policies.
- Do not email or text students during the school day but use normal methods of communication via reception.
- Have read both this document, the eSmart Policy and the Acceptable Use Guidelines with their child.

## TECHNICAL SUPPORT

The school will not undertake to provide technical assistance beyond basic troubleshooting for hardware and software problems that may occur with student devices. Such support of the device remains the personal responsibility of the student and/or parent.