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Use of Laptops at Isis District SHS

Isis District State High School enriches 21st century education delivery through the use of technology. It is a tool that enhances pedagogy, facilitates the creation and sharing of knowledge and allows differentiation in learning. Technology is more than a method of retrieving information.

The use of a laptop and other technologies:

- Enhances independence and self-initiated learning among students
- Extends student learning beyond the classroom
- Promotes the development of 21st Century teaching and learning
- Enables the delivery of ICT as an Australian Curriculum general capability

ICT in the Curriculum

The Queensland Curriculum and Assessment Authority (QCAA) has identified and defined a set of 21st century skills based on national and international research about the skills students need in the 21st century. These skills include critical thinking, creative thinking, communication, collaboration and teamwork, personal and social skills, and information and communication technologies (ICT) skills.

The 21st century skills will help prepare students by giving them the knowledge, skills and confidence they need to be equipped for the demands of higher education, work and life, and to participate effectively in the community and the economy in a complex and rapidly changing world.

ICT is represented in the Australian Curriculum as a general Capability:

- Competence in ICT - Students develop ICT competence as they learn to use ICT effectively and appropriately when investigating, creating and communicating ideas and information at school, at home, at work and in their communities. (ACARA, 2010)
- Students develop ICT competence when they learn to:
 - Investigate with ICT
 - Create with ICT
 - Communicate with ICT
 - Operate with ICT

BYOD

Under the BYOD program, students are able to bring personally owned devices to school for educational purposes. Students are expected to bring their device to school every day. **The BYOD device from home must fit the minimum hardware and software specifications as outlined in this handbook.**

The school supplies students with:

- Wireless connectivity to part of our secured school network through the secured BYOD Gateway via a security certificate and network password
- Internet connection
- Access to learning materials
- Access to school network and printers through the Gateway via installation of software provided by the school

Parents are required to supply and are responsible for:

- Supplying a device that meets the minimum hardware and software specifications as outlined in this handbook.
- A laptop – it is highly recommended that the device provided is a laptop.
- Any repairs required

The IT Department at Isis District State High School:

- Will provide assistance to connect the device to the BYOD Gateway.
- Will not provide software or hardware repairs to the BYOD device as it is privately owned.

Security of BYOD, Damage/Theft Insurance, Behaviour

Suggestions about ensuring the laptop is safe at school include:

- Keeping the laptop with you at all times – It is each student’s responsibility to keep their laptop with them at all times.
- Consider engraving the device – Engraving the bottom of the laptop with the student’s name ie First Name and Surname has helped school staff to locate lost laptops and return them to their owners.
- Home and Contents Insurance – Check with your Home and Contents Insurance company regarding damage or theft of the device.
- Inappropriate Behaviour – While the school will continue to deal with inappropriate behaviour in line with existing policies, the school is not liable for any damage or replacement costs incurred while the device is at school or travelling to and from school. Any student who does damage or steals another student’s laptop may be disciplined according to the Student Code of Conduct.
- Storage in the office – Students who wish to leave their device in the main office during times when they are not using their laptop are welcome to do so. Students will receive a slip from office staff confirming the storage of their device.
- The school strongly advises the use of a “hard case” protective case for their laptop.

BYOD Conditions of Use

When using a privately owned laptop at Isis District State High School, or connecting it to the School network:

- The device must at all times be connected to the BYOD Gateway when on school premises and in use. When connected to the BYOD Gateway, all activities will be logged. School ICT guidelines are to be followed in accordance with the completed and signed Computer Use Agreement (signed on enrolment).
- The device will only be used for educational purposes when connected to and using school services.
- Isis District State High School will only provide technical support to enable connectivity to the school network via the BYOD Gateway that provides access to student files required for class, internet and printing services.
- It is the responsibility of the student to ensure that the private laptop is secured when not in use. Isis District State High School takes no responsibility for theft, loss, vandalism, damage or unauthorised access to private laptops.
- BYOD devices must not be charged using school power outlets or by plugging into school owned computers. All private laptops must be brought to school fully charged.
- It is the responsibility of the student to back up data on the private laptop eg to an external hard drive, USB or OneDrive.
- Any software purchased under Education Queensland agreements must be removed from the private laptop as per the conditions of the agreement. This includes if the student leaves Isis District State High School. Any privately owned software installed on the laptop must be age appropriate, follow copyright legislation and not cause offence.
- Isis District State High School and the Education Department reserves the right to restrict access and use of any private laptop used on the school campus, whether it is connected to the school network or not. Access to the school network and permission to use the private laptop on school grounds will be withdrawn as a consequence of any inappropriate use and/or security breach. Cloud Based Services such as iCloud, Google Drive or Dropbox must not be used at school to store, send or access information at school.

Borrowing a “Stay at School” Laptop – Conditions of Use

Isis District State High School has a bank of laptops available for any student to borrow on a daily basis.

About Stay at School Laptops:

- Stay at School laptops are available for borrowing at the Resource Centre from 8.15am each day and must be returned by 3.00pm on the same day or immediately following the period they are borrowed for.
- Students must present to the resource centre main counter and provide relevant details to staff in order to borrow a stay at school laptop.
- The laptop must stay at school.
- The borrower and their parent are responsible for any damage to the laptop and agree to pay for any repair cost. Stay at School laptops are checked for damage by IT staff every day upon return.
- All policies and guidelines as per the Student Code of Conduct apply to the use of a stay at school laptop.
- If the laptop is lost while borrowed, the cost of replacing it will be required.

NOTE: Failure to return the laptop may result in the student not being allowed to borrow a school laptop.

Web Based Services Consent

Permission to Use Cloud, Web Based and App Services

A consent for online services form is completed by all students upon enrolment. Information pertaining to the use of these services is outlined within the agreement form. Services outlined within this form have undergone a risk assessment by the department and teachers in charge of these activities will have read the risk assessment and implemented any recommended strategies for use. If there are any concerns regarding the use of these programs please notify your child’s teacher so this can be looked into further.



BYOD

Frequently Asked Questions



Will I need to bring the device to school every day?

Yes. Laptops are essential tools in each classroom.

How do I protect my BYOD device?

It is the student's responsibility to have their device with them at all times. Protective equipment such as bags or cases need to be organised by the parent and student to keep these devices safe while at school and travelling to and from school. It is the responsibility of the student to look after the device while at school and kept securely in bags or at the office in the device storage cabinet when not in use.

Do I need to back up?

Yes. It is the student's responsibility at all times to back up all files. The school assessment policy clearly states that loss of data due to technology problems is not an acceptable reason for assessment extensions.

We already have a device at home; can I use it at school?

Yes, as long as it meets the hardware and software minimum specifications provided in this document.

Will every device work inside the Education Queensland network?

No. Some devices with low specifications have been found to not connect to the EQ network. These devices may have difficulty with the security filters used by Education Queensland. **Android devices, including Chromebooks, are not compatible with Department of Education State School networks and will not work. Please do not purchase these devices for use at school.**

Will the school assist me with network connection settings at school?

Some assistance will be provided. Students will be provided with instructions and video links to support the onboarding process. Instructions and videos will also be available on the school website. School technicians will assist students connect their BYO device to the network. Students can also visit the IT Help Desk before and after school and during break times.

Will the school protect the device from virus attacks?

Virus protection remains the responsibility of the owner. Please note the school does NOT support the following Anti-Virus programs: Norton Family, AVG, Avast, McAfee and TotalAV.

4G/5G/Hotspot Services?

Private 4G or 5G services are prohibited from use at school.

Does the school provide software for my BYOD device?

The Microsoft Office Suite is available free of charge for five student licences at home. Specialist software required for some subjects will be provided to students enrolled in those courses.

Can I take my BYOD device to IT for repair?

The IT Department cannot perform any software or hardware repairs on a privately owned device.

Will the school assist me with home internet connection settings and issues?

No. Your home internet provider or local computer technician can assist you with these enquiries.

Will the teacher be able to provide technical support in class?

No. The IT Help Desk is open before and after school and during break times to assist students connect their BYO devices to the network.

Can I bring my charger to school?

It is the student’s responsibility to attend school every day with a fully charged laptop. As per the specifications listed, the battery should last the entire school day.

What is deemed inappropriate?

All illegal (unlicensed) software; pirated music or videos; defamatory documents, or images, or any content not suitable for viewing by persons under the age of 18 are deemed inappropriate.

What can school administration staff see or not see on my child’s device?

What the school administration (Intune) can see on the device	What the school administration (Intune) cannot see on the device
<p>Your school can only see information that is relevant to the school:</p> <ul style="list-style-type: none"> • Device owner. • Device name. • Device model. • Device manufacturer. • Operating system and version eg: iOS 13 or Windows 11. • App inventory and App names, like Microsoft Office 365. • On student and staff’s personal devices the school can only see school managed Apps. • Device serial number and IMEI. 	<ul style="list-style-type: none"> • Your school does not monitor student’s use of the device • Cannot see your child’s personal information. • Cannot see what your child is doing on their device. • Does not track student’s locations / device location. • Does not provide information on personally installed applications. • Does not allow uninstalling of any applications including your child’s own applications. • Home Network cannot be seen. • Calling and web browsing history. • Email and text messages. • Contacts. • Calendars. • Passwords. • Pictures, including what's in the photos app or camera roll. • Files.

BYOD - DEVICE SPECIFICATIONS

The school recommends that all laptops used by students meet the minimum specifications below to enable suitability for curriculum based activities. The minimum specifications provided reflect the requirements for connection to the BYOD Gateway. Our Computer Technicians will make every effort to enable connectivity of devices which meet these minimum specifications, assuming there are no technical or other issues outside of their control. An attempt will be made to connect other devices, but parents and students should be aware that connectivity may not be possible if there are technical or other issues. **Please note the following device types and software are NOT supported on the school network: Chromebooks, Android devices, Norton Family, AVG, Avast and TotalAV Anti-Virus software.**

Student subject choices and interests should be considered when deciding what device to purchase.

STANDARD DEVICE

Recommended minimum specifications for Years 7-12

Device Type	Microsoft Windows laptop Apple Mac Laptop
Operating System	Windows 11 MacOS 15 (Sequoia) or later iPad OS
Processor	Intel N- Series or higher or AMD equivalent
Screen Size	11' - 13'
Memory/RAM	8GB - 16GB
Storage	128GB-512 SSD
Wireless	Wi-Fi 6 802.11ax - 5Ghz compatible
Battery Life	6+ hours (entire school day)

PERFORMANCE DEVICE

Recommended for Years 11-12 students who study Digital Solutions, Graphics, Media and Arts subjects

Device Type	Microsoft Windows laptop Apple Mac Laptop
Operating System	Windows 11 MacOS 15 (Sequoia) or later
Processor	Intel Ultra Core 5/i5 or higher or AMD equivalent
Screen Size	13' - 14'
Memory/RAM	8GB - 16GB
Storage	256GB-512 SSD
Wireless	Wi-Fi 6 802.11ax - 5Ghz compatible
Battery Life	6+ hours (entire school day)

Software	<ul style="list-style-type: none">• Microsoft 365 - free licence available for students• PDF Reader• Windows Security Antivirus
Note	Windows 11 'S' Mode NOT compatible. Devices with Windows 11 'S' Mode can switch out of 'S' Mode using the instructions on the school website.