



**ESPERANCE SENIOR HIGH SCHOOL**  
**A PROUD INDEPENDENT PUBLIC SCHOOL**

8 November 2022

## **BRING YOUR OWN DEVICE PROGRAM 2023**

Dear Parent/Guardian,

As per the BYOD Introduction information provided in term three:

- We are asking that all Year 11 and 12 students bring a personal computing device to school each day.
- The device will need to support the Microsoft Office Suite. Microsoft Office is free to Department of Education students.
- Students studying specialist subjects that need specialist software will still be provided with access to that software in computer labs at school. There is no need to purchase additional software.
- In general, the higher the specifications, the better a device will perform. Higher specifications would be needed to support specialist software. Higher specifications aid with the longevity of a device.
- We recommend purchasing an extended warranty for the device.
- We also recommend each student supplies their own headset with microphone, or earphones with adaptor. These can be purchased from Esperance Communications.
- We also recommend insuring the device. A personal device is not covered in any way by Department of Education insurance.

The program is not compulsory. Students unable to provide a device will be able to loan a device each day.

If you have any questions or concerns, please contact Mrs Hillary Duffy, ICT Coordinator, on 9071 9620.

Yours sincerely

Mr Ian Masarei  
Principal

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## BYOD PROGRAM FREQUENTLY ASKED QUESTIONS

My child is in Upper School in 2023. If I don't provide a device will my child be provided with a school device to use?

Yes. The school will ensure that students have access to loan devices during the school day so they can maintain their educational program requirements. These devices will need to be borrowed and suitably cared for by students.

Is the program compulsory?

No, however we highly encourage students to bring their own device in preparation for post-school usage. A school-owned loan device will be provided in the instance where a student does not have his or her own device to utilise (i.e. it is being repaired, left at home etc.)

When should I start looking at device options and make a decision?

Given the global delays with manufacturing and delivery of electronic devices, the school encourages families to commence the process of deciding on a device that suits their needs, budget and specification requirements ASAP.

I have a notebook computer already – can I use it at the school?

Yes. We encourage all students to bring a device but remind you that the device needs to be able to support the Microsoft Office Suite and browse the Internet. A device with a keyboard is highly recommended.

Is a Smart Phone sufficient?

No. these devices do not meet the specifications required for students to engage in all aspects of the learning programs.

If my device is damaged at the school, will it be covered under the Department's insurance?

No. It is highly recommended insurance options are investigated prior to coming to the school. Deliberate acts of vandalism by other students will be followed up via the school's behaviour management processes

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## BYOD POLICY

### The BYOD Program

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It is expected that these devices will be used by students for educational purposes and in accordance with school policies and rules.

To ensure that the device is used effectively and appropriately in a school environment school policies and rules specific to the use of the device may change over time.

To participate in the program you must:

Complete, sign and return the BYOD Acceptable Use Agreement Form by the date indicated on the form.

### Expectations at School

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While at the school, students are expected to:

- Use the device in a responsible manner adhering to the BYOD Policy,
- The normal “Off and Away” policy that exists for mobile phones will also apply to device use,
- Comply with in use or not in use instructions from teachers. Teachers will decide when students are to use the device in class,
- Use the device for educational purposes in line with the school learning programs,
- Do not leave the device unattended and ensure general safekeeping,
- Take personal responsibility of the device by not allowing others to use it,
- Ensure that the device and all additional components (carry case, charging cables etc) are clearly labelled.

### Cybersafety

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Students must maintain safe and responsible use of the internet and social networking sites. The school will maintain filtering, monitoring and logging systems recording all activity and content accessed by students at school

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## BYOD ACCEPTABLE USE AGREEMENT FORM

Please return your completed agreement to your Year Coordinator  
**before the end of Week 2, Term 1.**

Parent/Guardian Name	
Student Name	

Parent/Guardian (Please respond with a tick ✓)

- I have read the BYOD Policy and fully understand the conditions and expectations governing the use of the device

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

Student (Please respond with a tick ✓)

- I have read the BYOD Policy and fully understand the conditions and expectations governing the use of the device

Student Signature: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

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