



BYOD and School Laptop Program – Year 5/6



User Agreement 2025

Edwardstown Primary School's Bring Your Own Device, (BYOD) and school laptop program aims to enhance learning opportunities, develop ICT capabilities and student self-responsibility. Year 5/6 students can choose to borrow or hire a school device or can use a personally owned device at school. All students must read this agreement in conjunction with the Edwardstown PS ICT User Agreement. **Please read, complete and return Page 3 to your child's teacher or the front office by the end of Week 1.**







The only acceptable devices are laptops running Windows 10/11, as described in our minimum requirements of BYOD devices. **We do not allow and will not connect Google Chromebooks, MacBooks, Android devices/ Samsung Tablets or iPads to the school server, due to incompatibility issues.**

Charging Laptops - BYOD and hire laptops need to be brought to school each day fully charged. All power cords etc. need to be left at home. Laptop chargers are not allowed at school due to electrical testing requirements. Borrow laptops must be charged in the designated trolley each night.



















Music and Sound - Sound must be muted at all times unless permission is obtained from the teacher. Individual headphones should be brought to school. Headphones will be used at the discretion of the teacher. Students may not use the school network to stream music (Spotify, Apple Music, etc.). Music downloaded at home should not be played at school without explicit permission from a teacher.

Laptops Left at Home / Not Charged - Students are required to bring laptops to school every day. If devices are left at home or do not have sufficient charge for the school day, limited backup devices are available and if this supply is exhausted students may not have access to an alternate device.




Parents / Caregivers:

-  I understand it is my responsibility to monitor my child's use of a device/internet at home.
-  The school has a right to request access to a device to connect to the network, install security certificates, required software and to troubleshoot technical problems.
-  I understand that the device must be brought to school each day and will only be available for school related work, unless otherwise notified by the teacher.
-  I understand that personal devices are not covered by the school or DfE insurance for loss or damage. I also understand it is my responsibility to insure under my own personal policy.
-  I understand that my child will be responsible for abiding by Edwardstown PS user agreements and that any breaches will result in consequences as outlined.
-  I have read and discussed these documents with my child.

Students agree to:

-  Read this user agreement and use my device and the EPS school network and internet for my learning (as directed by my teachers) in accordance with the directions outlined.
-  Follow all staff directions concerning the use of their device and comply with any requests from staff to inspect their device.
-  Only use the Wi-Fi and network that is provided by the school and not connect or hotspot their BYOD or EPS laptops to any personal / alternative internet connections with internet (4G / 5G) connectivity.
-  Only ever use my own network/internet login details and never share these with others.
-  Not hack or bypass any hardware and software security implemented by Edwardstown PS or the Department for Education.
-  Not use BYOD or school devices to knowingly search for, access, create or send anything that is; **offensive, inappropriate, threatening, abusive, defamatory, or illegal.**
-  Report / own inappropriate behaviour by myself or other students to my teacher.
-  Observe all copyright laws and avoid plagiarising by acknowledging all sources of information.
-  Stay safe by not engaging with, sharing photos or giving out my personal information to strangers.
-  Save work in a safe online location (OneDrive / Google Classrooms) and regularly back up my data.
-  Understand that my activity on the internet/intranet/printers is recorded and these records may be used in investigations, court proceedings or for other legal reasons if required
-  Acknowledge that the school cannot be held responsible for any damage to or theft of my device.
-  I will keep my device password protected in a locked classroom/area when not in use.
-  Understand that I am responsible for the care of my device, including any costs of repair, replacement or any modification needed to use the device at school.
-  Keep my device operating system and security up to date.
-  Understand that the technical support at school is limited to helping me access the school's WIFI / internet / printers. Software related issues will be assisted if/when time permits.
-  Use my laptop only during lesson times. Not before school (8:30-8:50am) during breaks (recess and lunch) or after school (3:10 – 3:30pm) while on school grounds. Unless with the express permission of a staff member (Yearbook committee, etc)
-  Not access or utilise any social media accounts, communication, messaging or video calling platforms during school hours (including Zoom, Skype, Instagram, Snapchat, Tiktok, etc.)
- Not use my device to take, share or edit photos or video footage of students or staff unless directed by my teacher as a requirement of my learning.

BYOD and School Laptop Program – User Agreement Breaches (Consequences) - It is necessary to place clear expectations on how students participate safely and respectfully in this program. If students are not following the agreement as outlined, the following consequences will be applied:

-  **1st Offence** – Confiscation of device for remainder of day (student to collect from classroom teacher at end of day), and email/message/phone call home from teacher.
-  **2nd Offence** – Confiscation for remainder of day (student to collect from leadership at end of day), and email/diary note/phone call home from leadership. Student may lose access for an extended period of time depending on the extent of the breach.
-  **3rd Offence / Ongoing or serious offences** – Confiscation for remainder of day and student would need to revisit all expectations with leadership. Termination of technology privileges for an amount of time, decided by teacher / leadership. Serious offences may be immediately escalated to this step without any prior warnings and may also incur consequences such as internal placement or suspension.

PLEASE COMPLETE THE FOLLOWING TO INDICATE YOUR CHOSEN PARTICIPATION OPTION:

We have read, understood and agree to follow all requirements and responsibilities as outlined in the **BYOD and School Laptop Program’s user agreement**. We understand the associated responsibilities and consequences of any breaches of this agreement. This agreement remains in place until your child leaves the school or the agreement is reviewed and updated.

- Borrow a school laptop** - Please complete this page and return it so a device can be allocated to your child ASAP (from Week 2 onwards). These devices are collected each morning, are used during school hours and must be returned and charged in the designated trolley by 3:10pm.
- Hire a school laptop** - All students choosing this option will also need to collect (from the front office) and return a hire agreement, outlining the financial contract with the school. Once these are returned and a payment made, students can be allocated a device. (\$240 per year / \$60 per term)
- BYOD (bring your own device) laptop** - Student devices will not be connected to the school network without a signed agreement. Please ensure laptops meet the minimum device requirements. BYOD laptops will be connected by ICT technicians from Week 2 onwards.

Student name: _____ Signature: _____

Date: _____ Room: _____ Class Teacher: _____

Parent/ Caregiver Name: _____ Signature: _____

Please read, complete and return this page to your child’s teacher or the front office by the end of Week 1.