

1.0 BRING YOUR OWN DEVICE (BYOD)

For additional information on Pimlico's BYOD program, visit our website:

<https://pimlicoshs.eq.edu.au/curriculum/bring-your-own-device>

In Years 7, 8, 10, 11, and 12 at Pimlico State High School, it is a requirement that all students bring their own computer device to school, each day. The preferred device is a Windows 2-in-1 tablet, although an updated Windows laptop or Apple MacBook is also acceptable.

All new Windows 11 laptop devices purchased from a major electronics retailer will be compatible. All new MacBooks can be supported, but will add complexity for students connecting to the network.

Chromebooks, Android tablets, iPads and other laptop devices that are not running at least Windows 10 or macOS13 are not compatible in any capacity.

What Is BYOD?

BYOD stands for 'Bring Your Own Device'. This program allows students to bring a computer device to school that best supports their learning needs (within specifications).

Why BYOD?

In order to provide students with the best opportunities, access to a personal computing device at school is desirable. These devices assist students in learning by collaborating, creating and making meaning of the real world. Computer technology offers a wealth of opportunity for students to construct knowledge and build skills, as they investigate, collaborate, reflect, communicate, innovate and engage in real-world problem solving. Having their own computer device greatly assists students in achieving these learning outcomes.

Choosing Your Computer Device 2025:

Our recommended device is any new Windows 11, 2-in-1 device + stylus. Students with such devices have reported greater satisfaction with the BYOD program.

Ensure all devices are kept current with Windows and macOS updates to ensure BYOD connectivity. Parental controls and limited user accounts will prevent initial BYOD connectivity, but can be reenabled once students have connected to the school network.

We continue to recommend that parents do not purchase additional third-party software. The free Windows Defender continues to provide the best antivirus protection for students' usage. Office 365 is available for free to all EQ students through the Microsoft website.

For second-hand or clearance devices running Windows 10 or 11, the minimum specifications are:

Component:	Minimum Specification
Processor:	Intel CORE iSeries or AMD Ryzen CPU
RAM:	8gb of RAM
Storage	240gb SSD
WiFi	Dual-band WiFi: sometimes marketed as WiFi802.11ax or WiFi6
Battery:	Battery must provide at least 6 hours of continuous operation.

NOTE: Some subject areas recommend a higher processor and RAM due to the software being used. These subjects include Design and Film, Television and New Media.

A protective carry case for the device is a mandated requirement. This case must be used to carry the device at all times, including to and from class.

2.0 CARING FOR YOUR BYOD:

Insurance & Warranty

Purchasing insurance is a personal choice; however, it is highly recommended that you purchase Accidental Damage Protection in order to minimise the cost of future repairs. All insurance claims must be settled between you and the insurance company. We recommend that all new devices are covered by an extended warranty (3 years).

Repairs and Maintenance – Loan Devices

All maintenance for the device, operating systems and software purchased by the family are the responsibility of the family. The school provides a limited number of laptops that students can borrow, where personal devices are being repaired. Students are required to provide evidence that their device is undergoing repairs. Borrowing is limited to a period of 2 weeks and if needed an extension can be requested. Please be aware that there is no guarantee of a loan device or extension due to the limited availability of spare devices. Upon receipt of the loan device, students and therefore parents/careers, are responsible for the care of the device. Any negligence or loss will be invoiced to families for payment.

Free - Microsoft Office 365

All Queensland state school students can download a copy of the latest Microsoft Office 365 to their personal home computers and mobile devices. Using your student's @eq.edu.au email address and login, navigate to <https://portal.office.com/ols/mysoftware.aspx> and follow the prompts to download and execute OfficeSetup.exe.

Connecting to the School's Computer Network (Windows)

Detailed instructions for completing this installation for all devices can be found on the school's website (<https://pimlicoshs.eq.edu.au>, click Curriculum and then BYOD).

In order for the student's device to connect to the school's wireless network:

- a) They must 'Add a work or school account' to their device, and sign into their @eq.edu.au account. When this has been done, students can connect to the EQNET school WiFi network.
- b) Use the Microsoft Store from their @eq.edu.au account to download the 'Company Portal' app.
- c) While at school and connected to the school's network, students should use 'Company Portal' to install and run 'BYOx Mapper', which will complete the BYOD process for students.

Existing Computer Devices

If a student already has an existing laptop device that has similar specifications to what has been indicated, then there is no requirement to purchase a new device. We ask that parents consider the performance of the existing device and its effectiveness in assisting the student's education, in their decision making.

Equitable Access

Given the importance of all students having access to a device, there are a limited number of 'Equity Access Program' devices available. To be eligible, families must provide a government issued Health Care Card or provide evidence of other severe financial hardship or circumstances.

The school will provide a second-hand school laptop to successful applicants. The laptop includes a Windows 11 operating system and is provided "as is", with no warranty. Once transferred, the school is not responsible for providing any technical support, repairs or maintenance for the device.

3.0 RESPONSIBLE USE OF TECHNOLOGY

Upon enrolment in a Queensland Government school, parental or caregiver permission is required in order to give a student access to the department's technology and internet resources. Parents/carers and students are required to read and sign the Acceptable Use of the Department's Information, Communication and Technology (ICT) Networks and Systems.

This policy also forms part of the BYOD Student Charter. The acceptable use conditions apply to the use of the student's personal mobile device and use of the internet, while on school grounds.

Examples of responsible use of devices for students include:

- engagement in class work and assignments
- developing appropriate 21st Century knowledge, skills and behaviours
- authoring text, artwork, audio and visual material for publication on the school intranet or internet, for educational purposes, as supervised by school staff
- conducting general research for school activities and projects
- communicating or collaborating with other students, teachers, parents, caregivers or experts, as part of assigned school work
- accessing online references such as dictionaries and encyclopaedias
- using the department's eLearning Courses
- ensuring that the device is fully charged before bringing it to school

While connected to the school computer network, students should not:

- create, participate in or circulate content that attempts to undermine, access into and/or bypass the hardware and/ or software security mechanisms that are in place
- disable settings for virus protection, spam (unsolicited email) and/or internet filtering that have been applied as part of the department's security protocols
- use unauthorised programs and intentionally download unauthorised software, graphics or music
- intentionally damage or disable computers, computer systems, school or government networks
- use the device for unauthorised commercial activities, political lobbying, online gambling or any unlawful purpose

Students' use of the internet and online communication services, may be audited at the request of appropriate authorities for investigative purposes surrounding inappropriate use.

Information sent or recorded by a student's personal mobile device, contributes to the community perception of the school. All students using ICT resources are expected to conduct themselves as positive ambassadors for the school.

Students must not record, photograph or film any students or school personnel without the express permission of the individual/s concerned.

4.0 ONLINE SERVICES CONSENT

Parents can provide Online Services Consent through QParents. For more information, visit our website:

<https://pimlicoshs.eq.edu.au/support-and-resources/qparents>

Online Services

Online services, including websites, web applications, and mobile applications, are delivered over the internet or require internet connectivity. They are used to meet a whole range of needs for education, collaboration and connectivity for students and staff.

Consent Requirements

Consent for the recording, collection, use and disclosure of an individual's Personal Information and/or Materials is required in accordance with the Education (General Provisions) Act 2006 (Qld) (EGPA), Information Privacy Act 2009 (Qld) (IPA) and the Copyright Act 1968 (Cth).

In the case of a minor, consent is required from the parent/carer to use and disclose personal information, including works that are stored, published or shared through use of an online service. Personal information is any information which could reasonably be used to identify an individual. Examples include: name; date of birth; and image, video, audio recording.

Online Services Consent Form

The Online Service Consent allows schools to obtain valid consent for the use, disclosure, and/or publication of personal information and for students' use of third-party online services and those contracted under a Supply Arrangement (where applicable).

The Form collects consent for the recording, use, disclosure and publication of specified student information, and to transfer the information and works within Australia and outside of Australia (in the case of offshore services) to online service providers, for the following purposes:

- For students to register an account for the online services;
- For students to use the online services in accordance with each service's Terms of Use/Service and Privacy Policy (including service provider use of the information in accordance with their Terms of Use/Service and Privacy Policy); and
- For the school to:
 - administer and plan for the provision of appropriate education, training and support services to students;
 - assist the school and departmental staff to manage school operations and communicate with parents and students.

Giving Consent:

Parents that wish to give consent to online services must complete the digital form available through QParents.

A paper form must be used when either of the below special circumstances apply:

- the Form is required to be read aloud (whether in English or in an alternative language or dialect) to the person giving consent; and/or
- the person giving consent is an independent student under the age of 18.

Revoking Consent

Parents/carers/students wishing to withdraw consent should notify the school in writing (email or letter).
Digital Technology Information and Consent v0625



Digital Technology Agreement Form

Please complete this page and return to Pimlico SHS front office.

I have read and understood the Digital Technology Agreement Form and Responsible Behaviour Plan

I agree to abide by the guidelines outlined by both documents

I am aware that non-compliance or irresponsible behaviour, as per the intent of the Digital Technology Agreement Form and the Responsible Behaviour Plan, will result in consequences relative to the behaviour.

Student Name: _____ Student Signature: _____

Year Level: _____ CARE Class: _____ Date: _____

Student's School Computer Username: _____

Parent / Caregiver name: _____ Date: _____

Parent / Caregiver Signature: _____