



## SHARED PRACTICE & RESPONSIBILITIES WITH ICT/BYOD

### Students will:

- follow the Computer Network & Acceptable Use Policy
- follow the (Personal) Use of Mobile Electronic Devices
- bring their fully charged device to school every day and be responsible for its safety and security
- keep the device in a protective cover (sleeve) in their school bag and only use it under the teacher's direction
- be on task at all times and show their screen when requested by the teacher
- have the device lid half closed when the teacher is instructing or talking
- follow any other specific Learning Area requirements

### Parents will:

- provide insurance for their child/rens device to cover student use at school
- provide and maintain a device for student use at school
- encourage regular checking of device battery and data backup
- remind students to take device to school each day
- support safe and ethical use of ICT at home
- encourage use of electronic diary, calendar, emails, Connect etc
- ensure devices have a protective cover (sleeve)
- ensure their child/ren have access to portable storage eg 8Gb thumbdrive
- read and respond to school communication regarding Third Party Service Providers eg notification and consent to use school related software and applications

### Teachers will:

- determine when devices can be used in their lessons
- ensure all computer use has an educational basis
- monitor student device use (circulate the room/teach from the back)
- use effective teaching strategies to integrate ICT into lessons
- incorporate strategies to promote safe, responsible and ethical use of ICT in learning
- model and promote use of device for diary, calendar, emails...

### SBNA/Library Staff will:

- provide documentation at the start of the year to help setup student accounts, connect to the Wi-Fi and school resources, advise on Microsoft Office installation
- assist with basic trouble shooting, provide advice as to whether parents should contact further support from Winthrop Australia
- provide support for account, Compass, Connect and Wi-Fi issues
- support queries regarding specific websites and cyber safety.
- monitor Third Party Service Providers
- provide a filtered internet service to block access to inappropriate sites