



Bring Your Own Device (BYOD) Agreement

Overview

Students are welcome to bring their personal digital devices to school to support their learning.

This is an agreement between STUDENTS, THEIR PARENTS/CAREGIVERS and THE SCHOOL about the personal digital devices students bring to school.

This agreement covers the use of personal devices that come to school to be used as a learning tool. This includes:

- Chromebooks (recommended device)
- laptops
- iPads
- tablets
- iPod Touches
- mobile phones*
- any other digital devices that are suitable for learning

* Notes on mobile phones:

If a mobile phone is brought to school for the purposes of learning, then it will be locked away with other personal devices when not in use. Because of this, no guarantee can be made that students will be able to retrieve their cell phones during an emergency.

If parents and/or students prefer that the cell phone does not get locked away then the student may take the phone to the office before 8:55 a.m. each day. Mobile phones that are in the office will be brought to the field during an evacuation. In this situation, the phone will not be eligible for use in the BYOD programme.

Bring Your Own Device (BYOD) Agreement Form

Students and parents/caregivers, please read through this form carefully. If you are unsure about anything, please ask your child's teacher.

Parents/Caregivers

Parents/Caregivers, you agree that:

- All devices brought to school under the BYOD programme will be at the risk and responsibility of the owner. Beckenham Te Kura o Pūroto's insurance policy does NOT cover loss or damage to devices brought to school. By signing this form you acknowledge and agree that Beckenham Te Kura o Pūroto will not have any liability for any damage or loss to your child's device.
- You will teach/help your child to transport the device to and from school safely.
- If your child's device is a Chromebook, when first using the device, you agree to set the device up with a personal account belonging to either you or your child. Visit <https://support.google.com/families/answer/7103338?hl=en> for more information. This will allow the device to be used outside of term time and when your child eventually leaves the school.
- You will monitor that all software and browser extensions installed on the device and all websites visited to ensure they are appropriate for your child. If you are using a Chromebook (or a device that supports multiple accounts), you will make sure that all non-school related websites, extensions and apps are only used/installed on a personal account. On devices that don't support multiple accounts, non-school related apps and games are permitted, provided they are not used at school.
- Your child's device is permitted to be connected to the school's wireless network during school hours.
- If your child has a Chromebook, the school's filtering and monitoring system may be active **whenever** your child signs into or uses their **school account**. The school cannot and does not monitor or apply filtering to personal accounts when they are accessed outside of school.
- You will ensure that the device is clearly named and that an adequate protective cover/bag has been provided.
- You will keep a copy of the serial number of the device.
- You have read the following guidelines and discussed these with your child so that they fully understand them.

Students

Students, you agree that:

- It is a privilege to be allowed to bring your digital device from home to use at school.
- You will use your device in the manner outlined in the Years 3 – 8 Cyber Safety Agreement.
- Your device is to be brought to school under the condition that it is for educational purposes only. Any misuse of the device will result in it being sent home for a period of time. In the event of this situation, a teacher will contact your parents and explain why the device is to remain at home.
- Your device should only be used for tasks that a teacher has agreed to.
- You are responsible for leaving your device in the lockable storage area inside your hub during break times.
- You are responsible for ensuring your device is not left unattended (except when it is locked away).
- You are responsible for bringing your device to school fully charged.
- You will not share your device with other students at school.

Please detach the form below and return it to school.

We acknowledge that we have read and understand our responsibilities and the school's expectations regarding the Beckenham Te Kura o Pūroto Bring Your Own Device (BYOD) Agreement.

Digital device(s) to be brought to school:	Device serial number(s):

Parent/caregiver's name: _____ Signature: _____ Date: _____

Student's name: _____ Signature: _____ Date: _____