

## 1. Definitions

- 1.1 1:1 - 1-to-1 – one device per student
- 1.2 BYOD - Bring Your Own Device
- 1.3 DET - Department of Education and Training
- 1.4 IT - Information Technologies
- 1.5 JB Hi-Fi - JB Hi-Fi education solutions

## 2. Purpose

- 2.1 The purpose of this policy is to outline the 1:1 Chromebook program, and the responsibilities of students, parents/carers and Coatesville Primary School.

## 3. Scope

- 3.1 This policy applies to all students and parents/carers participating in the voluntary program at Coatesville Primary School.

## 4. Policy

### **Vision for 1:1 Chromebook Program**

- 4.1 To provide our students with rich and engaging learning experiences that harness the power of learning technologies.

### **Personal Devices at Coatesville Primary School**

- 4.2 Coatesville Primary School operates a voluntary 1:1 Chromebook Program for Grades 4 - 6.
- 4.3 It is a voluntary BYOD program, in which students bring in their own Chromebook which is purchased directly by parents/carers.
- 4.4 For a Chromebook to be eligible for enrolment in the program it must:
  - 4.4.1 be no older than 6 months upon the students first day participating in the BYOD program; and
  - 4.4.2 be a branded Chromebook using Chrome OS.
- 4.5 For a device to be enrolled in the Google Management Suite, a signed copy of the Acceptable Use Agreement must be provided to the IT team at time of enrolment.
- 4.6 Participating students must bring their device to school each day:
  - 4.6.1 in a protective case;
  - 4.6.2 fully charged upon arrival at school;
  - 4.6.3 clearly named; and
  - 4.6.4 without inappropriate stickers or graffiti.
- 4.7 Devices must be returned home with the student each day.
- 4.8 Any peripheral device accessories (e.g. headphones, mouse) must be clearly named and in working order.
- 4.9 All Chromebooks will be enrolled by Coatesville Primary School's IT technicians into the Google Management Suite upon entry into the program.

4.10 When a student exits the program, IT technicians will be required to remove the Google Management Suite and restore to factory settings.

4.11 Students are required to use their DET created account during school hours.

### **Purchasing device**

4.12 Coatesville Primary School's School Council has approved the use of JB-HiFi Education Solutions (JB Hi-Fi) as the school's preferred Chromebook supplier. JB Hi-Fi provide a portal in which to purchase Chromebooks, as well as multiple options of insurance and warranty.

4.13 Once purchased, the device is owned by the individual purchaser.

4.14 Delivery and/or store pick-up is provided through JB Hi-Fi.

4.15 Parents/carers are recommended to purchase a Chromebook meeting the requirements (as stated in 4.2.3) through the Parent Portal of JB Hi-Fi.

4.16 Parents/carers may choose to purchase a Chromebook from an alternative supplier, however the Chromebook must meet the requirements (as stated in 4.4)

4.17 Coatesville Primary School is committed to ensuring students have equitable access to electronic devices and can fully participate in technology-enabled learning. Where parents/carers opt-out of participating in the voluntary 1:1 Chromebook program, Coatesville Primary School will provide timetabled access to Chromebooks with the required capabilities to complete planned learning tasks, when necessary.

### **School Support**

4.18 Please note that our school does not have insurance to cover accidental damage and/or theft of students' devices, and parents/carers are encouraged to consider obtaining their own insurance for their child's device.

4.19 The school IT Technicians will offer timely technical support to all eligible Chromebooks. Issues that require warranty support will be logged with JB Hi-Fi support. For issues that require an insurance claim, parents/carers will be notified and required to follow up with their provider.

4.20 Local warranty and/or insurance support is limited to those Chromebooks purchased through the JB Hi-Fi Parent Portal.

4.21 For safety reasons, any cracked screens that may occur will be required to have protective tape applied by Coatesville Primary School technicians in a timely manner. This tape is to remain in place until the screen is fixed/replaced.

4.22 Due to the nature of Chromebook support, they may be required to be factory reset while being repaired.

### **Student behavioural expectations**

4.23 When using their Chromebook, students are expected to behave in a way that is consistent with Coatesville Primary School's Statement of Values, Student Engagement and Wellbeing Policy, Digital Technology policy, and Bullying and Harassment policy.

4.24 'Personal home accounts' are the sole responsibility of the owner, this includes, but is not limited to:

4.24.1 app installations and purchases;

4.24.2 internet usage at home ; and

4.24.3 social media.

4.25 Student device use when outside of school hours (8:45am - 3:30pm) is solely a shared responsibility between the student and their parent/carer.

## 5. Further Information and Resources

- 5.1 Digital technologies and acceptable use agreement

## 6. Evaluation

- 6.1 This policy will be reviewed every year as part of the school's regular policy review cycle.