



BYOD Laptop Program Information Booklet

2023



Introduction

In this document you will find a list of questions you may have about Shellharbour Anglican College's BYOD Laptop Program along with answers or suggestions.

If you have further questions which are not covered here, please do not hesitate to contact the College IT Department with your inquiry at: helpdesk@shellharbourac.nsw.edu.au or the Head of Senior School, Mr. Peter Gibson at: pgibson@shellharbourac.nsw.edu.au

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About the Program

Why do we need a BYOD Laptop Program?

The College believes that having access in the classroom to an appropriate digital device will not only provide students with access to expanded, global resources and content but will also give students the opportunity to take ownership of their learning and approach to creative problem solving. The College also believes, on the basis of in-house surveying and research, that the best device to enable this in our context is an appropriately capable laptop. Online NAPLAN, Minimum Standards Testing. Year 11 & 12 students currently use laptops.

How will the laptops be used in class?

Laptops will not replace written work in class, but will serve as a complimentary support to learning and teaching in the classroom, particularly as regards accessing and using Canvas - the College's existing learning management system. Individual classroom teachers will give guidance and instruction as to how laptops will be used to assist learning in their subjects. All students will be required to adhere to the College's ICT Acceptable Use policy at all times and to act as responsible cyber citizens in every manner.

About the Laptop

What kind of laptop do the students need to bring? What are the hardware requirements?

Operating system

- The device should be running currently supported version of Microsoft Windows 10 or Apple macOS.
- Limited versions of Windows such as Windows RT or Windows 10 S are not suitable

General Minimum Requirements for All Devices

- Screen size: 13 inch
- Screen resolution: 1024 x 768
- Wi-Fi: 802.11n or higher
- Minimum RAM: 8 GB
- Drive Storage: 256 GB
- Minimum Processor: Intel i5 or M1 for Mac
- Audio/Video: Headphone jack and integrated webcam \microphone
- Ports: USB-A connections (adapter may be required)
- Full QWERTY Keyboard suitable for touch-typing
- Minimum expected Battery Life of 8 hours
- Robust carry-case
- No 3G/4G/5G embedded support
- Three year warranty is recommended

Devices That Are Not Suitable

- iPad
- Android tablet
- Chromebook

What software does the laptop need to have installed on it for the first day?

- Google chrome browser
- Google Drive client
- The student must have software install privileges so they can install software on the first day.

What software does the laptop need to have installed on it?

- Software will be provided for the device by the College. There is no software that needs to be purchased by parents.
- Some software will be installed by the students during the training workshop on the first day of Term 1. While some larger software packages will need to be installed at home. Instructions on how to do this will be provided.
- Microsoft office will be provided.

Do I need virus protection

For Mac and PC users, up-to-date Anti-Virus Software is required to keep your child's own and other files safe. Various free Antivirus programs exist which are available for both Windows and Mac OSX. We suggest considering:

- Sophos Home
- Avast Antivirus
- AVG AntiVirus

Laptops aren't cheap. How will it be kept safe while my child is at school?

A laptop is a significant investment, which should last the student many years if properly cared for. For this reason all students of the college who bring laptops to school will be provided with a personal, secure locker, protecting it from theft, damage and the elements. Students are required to store their laptop in their locker during breaks from class. As such, ultimate responsibility for the security and protection of the device rests with the individual owner - not Shellharbour Anglican College, which does not take responsibility for lost, stolen or damaged devices.

Should I buy insurance to cover the laptop?

It is worth considering warranty and insurance options which may suit you. Some home contents insurance policies include an option to cover items outside of the home against damage or loss, so this is worth considering. Alternatively or in addition to this, most retailers will offer an extended warranty or product care repair warranties on laptops for an additional fee. This also, can add to peace of mind and give some protection against damage or repairs.

Will the College provide spare devices if my child's is being repaired?

A bank of College laptops will be made available for students should their device be unavailable due to repairs. These devices will be clearly labelled as College property and must be borrowed at the beginning of the school day and returned at the end of it. Students may not take these 'loan devices' home. We recommend that should you anticipate a repair taking more than two weeks, you arrange an alternative spare device for your child.

I have an old laptop at home. Can I give that to my child to use?

We strongly recommend that the device your child brings to College is as new as possible so that it meets our minimum requirements and is as functional and reliable as possible. Devices already over three years old may not be suitable.

My children all share a laptop; will this do for the BYOD Laptop Learning program?

Ownership of the device is important and students need regular access to their own device. Students will be set individual tasks involving their device on a regular basis, across a variety of subject areas. In addition, working at home on assessments or homework would prove difficult were a laptop shared. For this reason, it is essential that students have their own individual device.

Once we have the laptop, what do we need to do to have it ready for the start of school?

At the beginning of the school year, the students must bring their laptop to school charged and ready for use. This includes installation of the operating system, if this has not already been completed at purchase. At the beginning of the year, each student will attend a training workshop during which they will receive instructions on how to set their laptop up to access the college network and install any additional necessary software which the college will require. It is important for this week that each student has administrator access to their laptop, to enable this initial setup. After this, you may choose to revoke administrator login access to your child.

Connections

Will students have access to the college Wi-Fi on their laptops?

Yes. The College will provide wireless internet access to students whilst they are on the premises during school hours. The use of VPNs to access the college network is strictly prohibited as per the ICT Acceptable Use agreement.

Are filtering safeguards in place on the College's network?

Whilst no web filtering solution is perfect, the College will do its best to ensure that access to inappropriate, age-restricted material, potentially harmful material and illegal content is blocked. In addition, most social media sites are blocked by the College's filtering as it is deemed to be unhelpful to teaching and learning.

Should I put my own restrictions and filters in place at home?

It is the individual choice of parents as to which restrictions, filters, controls or boundaries are placed on the use of devices at home. Nonetheless, the College strongly encourages parents to establish healthy and safe boundaries around technology use at home. This might include. The Office of the e-Safety Commissioner provides some helpful suggestions and guides for parents as they navigate these challenging issues: <https://www.esafety.gov.au/parents> . For home internet safety and controls, Family Zone is considered by many to be a simple and effective solution: <https://www.familyzone.com/anz/families> .

Can my child access the internet using a cellular device instead of the College Wi-Fi network?

Students are not permitted to access the internet via 'hotspotting' from other cellular devices whilst at school. Students are also not permitted to carry phones in classrooms as per College policy. Mobile phones are to be kept in student locker. Phones will be confiscated if visible or being used by a student. Parents are required to collect confiscated phones in person from the College.

Day-to-Day Use and Support

Will students be able to print from their laptops at school?

No. Students will not be able to print from their personal laptops to College printers. Those students wishing to print at school will be able to do so only from College computers, which can be accessed in the library.

Will students be able to charge their laptops whilst at school?

Personal laptops must be fully charged at the beginning of the school day to prepare for the day's learning. Due to the work health and safety issues which arise from cords and chargers in the classroom, students will not be allowed to charge their devices whilst at school. The College strongly recommends that a device be purchased which has a substantial battery life (8 hours) so that it lasts for the full school day.

Will the students have technical support should issues arise?

College IT Support Staff will be available to offer technical assistance should it be required. However, more complicated issues and or breakages will be the responsibility of the owner of the device.



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