



Bulleen Heights School

Autism Spectrum Disorder

Bring Your Own Device (BYOD) Information for Parents and Carers



Last edited on: Tuesday, 14 November 2023.

Purpose

Our school's BYOD for iPad program allows students to bring their iPads to school for educational purposes. This provides access to apps, digital tools, and resources that enhance their learning and promote collaboration. The program demonstrates our commitment to providing supportive learning environments and developing important digital literacy skills. It also enables one-to-one learning, with each student having access to their own device.

Parents and carers are encouraged to support the program by providing their child with a suitable device that meets recommended specifications (outlined below).

Enrollment in our BYOD program requires the completion and signing of the BYOD Agreement, which is available on Compass.

Parents and carers with a child who is not participating in our BYOD program should contact the school for alternative options.

Device Information

iPad device recommendations, one of:

- Apple iPad 10.2-inch 64GB Wi-Fi [9th Gen]
- Apple iPad Air 10.9-inch 64GB Wi-Fi [5th Gen]
- Apple iPad Pro 12.9-inch 256GB Wi-Fi [5th Gen]
- Apple iPad mini 8.3-inch Wi-Fi 64GB [6th Gen]
- **These are minimum recommendations, newer or larger models are also suitable.**

Important Guidelines

- The iPad should be able to run the latest iOS (currently 17.x)
- No Cellular / SIM / 4G devices

Recommended iPad Cases

- A ruggedized case with a screen protector
- Brands like Otterbox, Cygnett, Griffin and others produce ruggedized cases.

Please note:

The above information is essential for making informed decisions when shopping.

Discount Opportunities

We have portals to commercial web sites not affiliated with our school which may provide a small educational discount. Sale prices offered by others might present a larger saving. Please do your own research.

School Discount- JB Hi-Fi Portal

- School Code: **BHS2024**
- <https://www.jbeducation.com.au/byod/>
- Warranty Claim Link for parents with faulty stock:
 - o <https://productcare.jbeducation.com.au/>

Accessories Clarification

Accessories like keyboard cases and styluses / Apple Pencils are not required. Charges / power adapters and cables do not need to be brought to school as we have our own.

Device Registration and Enrolment

To enroll a BYOD device it needs to be brought to school and the classroom teacher informed and our BYOD Agreement completed and signed.

We make only minor changes to the iPad. This includes but is not limited to:

- Renaming the iPad to your child's name
- Connecting to the school's wi-fi network (including installing profiles and certificates)

- Enrolling the iPad in our Mobile Device Manager (MDM) Jamf (MDM Profile)
- Installing apps, including Jamf Student

IMPORTANT: No restrictions are applied to iPads.

All apps installed by the school remain property of the school. They may be removed when no longer needed or when the device is no longer in use at the school.

Upon your child's graduation or departure from our school these changes can be removed.

If your child's iPad is replaced or upgraded please ensure you inform the teacher, as a new enrolment process is required.

BYOD Devices Are a Joint Responsibility

To successfully implement our BYOD program, we rely on the help and support of parents and carers. There is a shared responsibility among the school, students, parents, and carers. We appreciate your assistance and collaboration with the following:

Taking care of the iPad

- Ensure the iPad is in a usable state for school and is brought to school each day.
- Charge the iPad before it is brought to school.
- Get the iPad repaired or replaced when needed. For example if the device has a cracked screen it may be unsafe to use. The device will be sent home until it is repaired or replaced.
- Ensure the case is still providing protection.
- Keep it clean.

Label the iPad and keep it labelled

- It's important that we know the owner of the iPad to ensure it is returned each day
- Students have a habit of peeling off stickers. Please reapply when needed.
- If your case has a clear back window, a name label could be placed over the Apple logo before being placed in a case. This would prevent the label's removal.

Purchasing and installing apps upon request

- Each year teachers will request that parents and carers purchase apps.
- This is much like a booklist but for apps.
- Also throughout the year a teacher may send a request for additional apps to be purchased and installed.

Sharing Passcodes for Guided Access, Restrictions, Screen Time and More

- iPads can have many restrictions placed on them. These can be very helpful to limit students' access and keep them focused.
- Passcodes used in these situations need to be shared with your child's teacher so the iPad can be used without hassle.

Managing storage

- Regardless of the storage of the device it needs to be managed. iPads can be unusable if no storage is available.
- Photos, videos, apps and app data need to be routinely removed from the iPad.

Updating iOS and apps as required

- It is important that updates for both iOS and apps are frequently applied.
- Updates include bug-fixes, security patches and new features.
- Often updates are required to ensure compatibility.

Backing up data

- Any important data stored on iPads must be backed up regularly.
- Important data might include speech app data (Proloquo2Go, LAMP and others), photos, videos and other app data.
- Data can be backup using cloud services or synced with a computer.
- If a device is damaged, lost or erased, with a backup the data can be restored.

Managing Apple ID accounts

- Apple ID accounts are to be managed by parents and carers.
- You may wish to disable in-app purchases.
- You may wish to use an Apple Gift Card (formally iTunes Card) to provide credit to your Apple ID for app purchases. This may also remove the need to store credit card details with your account.

Checking content of the device

- All content on the iPad must be appropriate and within the values of the school. This includes all content, including apps, messages, photos and videos.
- No media or apps should contain explicit language or inappropriate themes

Removing SIMs and VPNs

- iPads must not contain a mobile data SIM card or an eSIM. While at school only the school's internet may be used, which is filtered for inappropriate content.
- iPads must not contain Virtual Private Network apps or profiles. VPNs cause issues and prevent internet access.

iPads Kept at School

- If you wish arrangements can be made to store your child's iPad at school.
- Generally iPads would go home with students each night.
- If this does not suit or it would be more convenient to keep the iPad at school please communicate with your child's teacher and we will accommodate this.

Ensuring school settings and apps remain

- Apps and settings like wi-fi and our MDM profile must remain on the iPad for it to function and be usable at school.
- iPads must remain enrolled in Jamf.
- The time teachers and technical staff have to re-enroll is limited and there may be delays.
- For the smooth operation of the iPad, please ensure that these apps and settings remain.

Complete our BYOD Agreement

- It is important that parents and carers take a moment to read and complete our BYOD agreement.
- This can be done on Compass.

Parents and carers taking on these responsibilities with assistance from the school are vital and a requirement for your child to participate in the BYOD program.

We will communicate and provide help where needed.

BYOD Security and Internet Usage

The school will:

- Ensure students are supervised when iPads are used.
- Ensure iPads are stored when not in use.
- Ensure iPads are used appropriately.

Generally iPads will not be taken outside during recess and lunch breaks. Exceptions might include when the iPad is used as a communication device.

BYOD iPads are only permitted to access the internet via the school's Wi-Fi network. Students will be supervised by our teachers and staff when using the internet.

- Mobile data SIM cards (3G, 4G and 5G) are not to be used.
- Virtual Private Networks (VPNs) must be removed and disabled.
- Our internet is filtered and attempts to block inappropriate content.

All iPad and internet use must comply with our Acceptable Use Policy, our guidelines and DET's Acceptable Use Policies.

Software and Apps

Additional apps will be installed by staff at school via our MDM Jamf. We have many educational apps. Staff pick apps based on the curriculum and needs of the students. Students iPads can retain these apps while at Bulleen Heights School. These apps can also be used at home.

In addition to apps installed by staff at school and as stated in the “BYOD Devices Are a Joint Responsibility” section, we may also request that you purchase apps. Teachers may provide a list and the details. You may wish to use an Apple Gift Card (formally iTunes Card) to provide credit to your Apple ID for app purchases.

Insurance and Damages

BYOD iPads are not covered by our school’s insurance. You may be able to include iPads under your house and contents insurance or purchase additional insurance. AppleCare if purchased is not insurance but may cover some damage in some situations.

Parents and carers should do their own research and ensure their situation is covered.

iPads brought to school are done so at your own risk. The school will not cover lost or damaged iPads.

The school will ensure that all reasonable care is taken with BYOD iPads.

Communication and Updates

For the success of our BYOD program open two-way communication is vital. We will ensure we pass on all relevant information. We may use:

Compass

- We will predominantly use Compass to ensure that parents and carers are kept informed and updated on any changes and issues that arise with our BYOD program.

Communication Books

- Teachers may also use students communication books to include information.
- Parents and carers can use these books to inform teachers of replacement iPads or share passcodes

School Web Site

- Our school web site also contains copies of this document and others. On occasion we will also pass on information in our newsletter.

Printed Hard Copies

- Hard copies of important information may be sent home with student at the start of the year.

Acceptable Use at School

While at school we need to ensure students use iPads appropriately and for educational purposes.

Students will **not be** permitted to use:

- Messaging services, such as Facetime, Messenger, iMessenger, Skype, WhatsApp, Snapchat, Telegram, WeChat and more.
- Social media, sites and apps such as Instagram, TicTok, Facebook, Twitter and more.
- Use the iPad as a recording device.
- Other apps and services as directed by teachers and staff.

All school policies, agreements and guidelines must be followed, along with DET's.

Document Information

As of writing this document supersedes any previous BYOD documentation. Every effort has been made to ensure all information is correct as of the time of writing. This document was last edited on: Tuesday, 14 November 2023.

Additional Information and References

Compass

- <https://bulleenheights-vic.compass.education/>

School Web Site

- <http://www.bulleenheights.vic.edu.au/>

eSafety

- <https://www.esafety.gov.au/>

Bulling, No Way

- <https://bullyingnoway.gov.au/>

JB Hi-Fi Portal

- School Code (for parents / carers): BHS2024
- <https://www.jbeducation.com.au/byod/>
- Warranty Claim Link for parents with faulty stock:
 - o <https://productcare.jbeducation.com.au/>

Apple iPad Parental Controls

- <https://support.apple.com/en-au/HT201304>

Apple Guided Access

- <https://support.apple.com/en-au/HT202612>