



In 2022, Year 10, 11 and 12 students attending Wavell SHS are required to bring a laptop to school. All other students will have the option of bringing their own laptop to school. The laptop will be used to enhance curriculum delivery, to enable online research and for work production, creation and submission. The school's BYOx program will support printing, filtered internet access and file storage and access through the department's network while at school. Please note, that our school's BYOx program does not include school technical support.

eLearning Vision

Information and Communication Technologies (ICTs) are used at Wavell State High School to enable learning for now, and the future. Teachers design learning experiences which facilitate the creation and collaboration of knowledge. Many subjects offered at Wavell SHS require students to use their own laptop for meaningful engagement in a wide range of learning activities. These include, but are not limited to:

- using OneNote in most lessons to learn content, keep class notes, submit drafts and access feedback
- undertaking research and completing assignments
- accessing textbooks
- creating multimodal presentations
- completing competencies
- using specialised software for specific classes
- communicating and collaborating with staff and students via email, Teams and Padlet.

Minimum Requirements

Wavell SHS recommends that any BYOx laptop meets the following minimum specifications to enable suitability for curriculum-based activities.

Note: These minimum specifications will be reviewed annually to ensure curriculum requirements continue to be met.

Device	Operating System	Hardware	Not Supported
PC	Windows 10 (20H2)	Screen Size: 11.6inch or greater RAM: 4GB or higher Processor: Intel Core i3 or higher, AMD Quad-core equivalent or higher Storage: 120GB+ Solid State Drive or 320GB+ Hard Drive Memory: 4Gb or higher Wireless: Standard (802.11ax/802.11ac/802.11n) 5.0GHz Note: Physical keyboard and mouse required for Windows touch devices.	Windows 7 Windows RT Windows 10S Windows CE Windows Terminal Services Windows Mobile 8 Windows Mobile RT Windows Surface 8 Windows Surface RT
Mac	MacOS High Sierra 10.13	Macintosh with: RAM: 4Gb or higher Processor: 1Ghz Storage: 256GB or higher	MacOS 10.0-10.12
Other	-	All devices need: <ul style="list-style-type: none"> • Integrated speakers and microphone • 1 x integrated pointing device (mouse) 	Chromebooks Linux/Unix/BSD/*nix Android Tablets iPads

Student may have a 3G/4G/5G enabled laptop; however, they will be required to access resources and internet through the school's Wi-Fi network while at school.

Note: Windows and Mac devices have inbuilt security which is preferred to other third-party antivirus software products. Using antivirus software products, other than the inbuilt Windows or Mac security, can cause issues when connecting to our school network.



Broken or Damaged Device

While Wavell SHS will continue to deal with inappropriate behaviour in line with existing policies, Wavell SHS is not liable for any damage or replacement costs incurred while the device is at school. We would advise parents to consider purchasing Accidental Damage Protection for the BYOx device. Some House Insurance Policies may cover devices when they are at alternate sites, such as the student's school. There may be a requirement to individually list this device. Close examination of these damage protection and insurance documents and consultation with your insurance representatives, is highly recommended.

Wavell State High School does not accept responsibility for damage, loss or theft of BYO devices.

Backing up

Technology failure is a fact of life and it is the responsibility of the student to ensure that their material is backed up regularly. Students should be saving all documents to OneDrive; free cloud-based storage for all students. No USBs are to be used.

Wavell State High School will not be held responsible for loss of material or assessment on BYO devices.

Charging devices

Students will arrive to school each day with a fully charged device. Should any student require a top-up charge during the day for their BYOx device, two self-managed laptop charging units have been installed in the library and one on the middle level of N-Block. However, to use this facility, students need to have their laptop charger and cables with them. Students will not be able to charge their device in class.

Warranty selection

When purchasing a device, it is important to check the warranty details as some companies are offering three year on site warranties. This means that if something goes wrong with the device, the problem can be logged and a technician will come to the school and fix the device within 24-48 hours. Some companies even offer a replacement device while the device is being fixed. Other companies may offer a warranty but it may mean that you have to send the device away and this would mean long periods without the device.

Wavell State High School will not be involved in any way with warranty and insurance claims. This will be between the purchaser and the retailer.

Device repairs

The device will need to be returned to the supplier and the necessary repairs made. The school will have BYOx Day Loan devices which can be utilised by students who do not have a device. These devices will be available to students who are having their devices repaired by their supplier. Alternatively, if you have another suitable device at home, the student may use this during the repair period; as long as this device meets all the relevant specifications set out in this document.

Payment Plans

Devices are not available for hire or purchase through the school. Please contact the school if you are unable to provide your child with a device.

Use of 3G / 4G / 5G

Wavell SHS provides a filtered internet connection that students can use while on school grounds. No cellular 3G, 4G or 5G service will be allowed to be used while at school. Parents and caregivers are encouraged to install a local filtering application on the student's device for when they are connected in locations other than school.

Parents/caregivers are responsible for appropriate internet use by students outside the school.

Joining the BYOx Program

To join the program, students need to complete a BYOx Participation Agreement and onboard their device; most of which can be completed at home. Instructions for this process can be found on the school's website. Students will then need to return their agreement form to D04 and complete a device checklist to complete the onboarding process. Students participation in the program will be linked to their IDattend profile. This will alert teachers as to which students are fully connected to the BYOx program.



All students use technology to enable their learning at Wavell State High School and are required to comply with the following expectations regarding their use. The laptop is a learning tool that students are expected to bring to every lesson. All students are expected to follow the digital learning expectations list below as well as the *responsible use of ICT* and *use of mobile phones and other devices by students* as outlined in the [Student Code of Conduct](#).

Students not meeting these expectations will be managed according to school's [Student Code of Conduct](#).

BYO as a Learning Tool

We expect all students arrive to school ready and prepared to learn. This includes ensuring your ICT equipment is functional and in good working order.

- Ensure your devices are fully charged before school and have enough battery life for all class periods to complete required work.
- Devices should be stored in school bags when moving between classes or around the school.
- While at school, devices should be used for educational purpose. This includes the use of camera and video devices. The use of these devices is only permitted under teacher direction.
- To avoid damage, food and drinks should be kept away from ICT equipment.
- Your device is for your use only. Do not share it with others.
- Set a password for access to your device. Do not share it with others.
- Regularly check that all ICT equipment and home devices are tested for viruses and other threats.
- Ensure at least 1GB of storage capacity is available at all times for use in learning activities.
- Install recommended software applications that are needed for your classes.
- Update your device and applications regularly. Running the latest version of software ensures you can make the most of your device.

During Lessons

A laptop is a valuable learning tool. To make the most of learning time, the following are expected routines for the use of your device.

- Wait to use your device or open applications until your teacher instructs you to do so.
- Ensure you are always connected to the school's WIFI and 3G/4G/5G cellular or personal hotspots are turned off at all times.
- Communicating with other students, using your device, during learning time is not permitted unless under direct instruction from your teacher.
- Projecting your own device onto the whiteboard may only occur after direct teacher instruction to do so.
- Your device cannot be used during exams unless you are otherwise instructed.
- Students are not permitted to take a photo of or save any assessment task sheet or exam without approval.

Communicating with Others

Your device will be an invaluable tool for connecting you to vital information within and beyond the school. Again, there are some routines and procedures required to ensure the most appropriate use of the device in an educational setting.

- Remember respectful communication conventions should be used at all times, either on the BYOx or school-owned device when using other communication methods.
- Students have been supplied with an EQ email address. This must be the only email used between students, teachers and other students when communicating or transferring documents.
- Email or other forms of communication, including through Bluetooth (e.g. Airdrop), may only be used during class time when directly instructed by a teacher.



STUDENT AGREEMENT

Student User Name (MIS)		Form Class	
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I, _____, (full name of student) understand and agree to abide by the expectations outlined in this document. I also understand that there will be consequences as per the school's [Student Code of Conduct](#) if I breach these expectations.

By signing below, you are confirming that you have read and understood the expectations of the Digital Learning Expectations at Wavell SHS and that you will act in accordance with these expectations.

Student's Signature: _____

Date: _____

PARENT/CARER AGREEMENT

I understand that the internet can provide students with valuable learning experiences. I also understand that it gives access to information on computers around the world, that the school cannot control what is on those computers, and that a very small part of that information can be illegal, dangerous or offensive. I accept that, while teachers will always exercise their duty of care, protection against exposure to harmful information must depend finally upon responsible use by students. I understand that appropriate action will be taken if the school decides the conditions of use have been breached by my child. This may include loss of internet access for some time, or other consequences as per the [Student Code of Conduct](#).

By signing this form, I understand and agree to the conditions of use and expectations for my child outlined in the Digital Learning Policy. If breached, I understand consequences will be managed according to school's [Student Code of Conduct](#). I also believe that my child understands and agrees to the conditions of use and consequences outlined in this policy.

Parent / Guardian Name: _____

Parent / Guardian Signature: _____

Date: _____

Device details

MAKE AND MODEL	
SERIAL NUMBER	
OPERATING SYSTEM	

Note: if the above device is substituted, a new BYOx Participation Agreement form will need to be completed and signed prior to connection of the new device.

School Administration Only

- Onboarded through Intune
- Printers downloaded
- Connected to school drives
- Downloaded OneDrive
- Profile updated on IDattend (HoD only)