'Bring Your Own Device' Program (BYOx)
User Charter 2027

1. Purpose

The Smithfield State High School Bring Your Own Device (**BYOx**) Program gives freedom to students and their families to tailor their choice of technology to their own educational needs. However, students and parents must be aware of and consent to the program's boundaries described in this Charter.

2. Equipment

The device brought to school must be able to be brought to school by the student on every school day and be solely the students to use throughout the school day. The device must meet the minimum requirements of the Device Specification.

Students are responsible for:

- *Taking due care of their device*
- *Adhering to the 'Digital Technologies' policy*
- *Connecting the device to the school network*
- *Back up all data securely. All data and resources used for schoolwork must be backed up to another device or on cloud storage, OneDrive, provided by Education Queensland. Students must not rely on the continued integrity of data on their device.*

3. Use of alternate equipment

Equipment which is not in accordance with 2. above is not permitted for use in the BYOX program in the absence of a separate agreement.

4. Damage or loss of equipment

Students bring their own device for use at Smithfield State High School at their own risk. Smithfield State High School will not be responsible for any loss, theft or damage to the device or data stored on the device. Parents and students should consider whether their device requires insurance and whether specific accidental loss and breakage insurance is appropriate for the device.

In circumstances where a device is damaged by abuse or malicious act of another student, reimbursement may be required. The principal will consider all the circumstances of the matter, determine whether the other student is responsible for the damage to the device and whether costs incurred in the repair of the device should be borne by the other student.

Queensland Government
Department of Education
Trading as Education Queensland International (EQI)
CRICOS Provider Code 00608A

Our Partners
Trinity Beach State School
JCU James Cook University Australia

O'Brien Road (PO Box 500) Smithfield QLD 4878 Ph: (07) 4058 4333
E: office@smithfieldshs.eq.edu.au www.smithfieldshs.eq.edu.au

1. Peripheral equipment

Students should not bring unnecessary peripheral equipment, including power chargers and cables, to school with their device. Liability for damage or loss of peripheral equipment will in all circumstances be the responsibility of the student.

2. Misuse of equipment and communication systems

Standard school behaviour management procedures apply for misuse of any BYOx device. While at school, all material on the device is subject to review by school staff. Students are to connect their device to the designated wireless network only. Students are not to create, participate in, or circulate content that attempts to undermine, hack into and/or bypass the hardware and software security mechanisms that are in place.

3. Access and Security

Students will:

- *Connect their device via the 'BYOx Connect' system allowing secure network and internet connectivity.*
- *not disable departmental settings for virus protection, spam and ensure that communication through the internet is related to learning*
- *keep passwords confidential, and change them when prompted*
- *never allow others to use their personal network access account*
- *promptly tell their supervising teacher if they suspect they have received a computer virus, spam or a message that makes them feel uncomfortable*
- *never send or publish:*
  - *unacceptable, unlawful, offensive, abusive, threatening or discriminatory or false material or remarks about a person or the school*
  - *sexually explicit or sexually suggestive material or correspondence*
  - *false or defamatory information about a person or organisation*
- *ensure that personal use is kept to a minimum and internet and online communication services are generally used for genuine curriculum and educational activities. Use of unauthorised programs and intentionally downloading unauthorised software, graphics or music that is not associated with learning, is not permitted*
- *be aware that all use of internet and online communication services can be audited and traced to the network access accounts of specific users. Logs of network/internet activity are kept for two years and can and will be used as legal documents.*

Our Partners
Trinity Beach State School
JCU James Cook University Australia
Queensland Government
Department of Education
Trading as Education Queensland International (EQI)
CRICOS Provider Code 00608A

O'Brien Road (PO Box 500) Smithfield QLD 4878 Ph: (07) 4058 4333
E: office@smithfieldshs.eq.edu.au www.smithfieldshs.eq.edu.au

5. Intellectual Property and Copyright

Students will

- *never plagiarise information and will observe appropriate copyright clearance, including acknowledging the author or source of any information used*
- *ensure that permission is gained before electronically publishing users' works or drawings*
- *always acknowledge the creator or author of any material published*
  ensure any material published on the internet or intranet has the approval of the principal or their delegate and has appropriate copyright clearance

6. Misuse and Breaches of Acceptable Usage

Students will be aware that:

- *they are held responsible for their actions while using internet and online communication services*
- *they are held responsible for any breaches caused by them allowing any other person to use their network access account to access internet and online communication services*
- *the misuse of internet and online communication services may result in disciplinary action which includes, but is not limited to, the withdrawal of access to services.*

7. Device Readiness and Daily Loan Laptops

Fully charged device: Students must bring their laptop to school fully charged and ready for use in every lesson. A student who fails to bring a fully charged laptop for lessons will receive a consequence in accordance with the school's Student Code of Conduct.

No laptop at school: Students who arrive at school without a laptop must attend the Tech Hub before the school day begins follow the process of borrowing a laptop for the day. Students must provide an explanation for not bringing their own device. If the explanation reveals a breach of this Charter or the Student Code of Conduct, a consequence will apply in accordance with the school's behaviour management procedures.

Charging stations during breaks: Laptop charging stations are available in the library for students to charge their laptops during school breaks. Students are expected to use these facilities during breaks, not during lessons.

Queensland Government
Department of Education
Trading as Education Queensland International (EQI)
CRICOS Provider Code 00608A

Our Partners
Trinity Beach State School
JCU James Cook University Australia

O'Brien Road (PO Box 500) Smithfield QLD 4878 Ph: (07) 4058 4333
E: office@smithfieldshs.eq.edu.au www.smithfieldshs.eq.edu.au

The Smithfield State High School BYOx program aims to improve student learning experience both in and out of the classroom. The school does so with the expectation that students will make good decisions regarding their personal use of technology.
This Charter must be agreed to and signed before students are permitted to bring their device to school and connect it to school facilities.
Students and parents/carers must carefully read the Charter prior to signing this agreement. Any questions should be addressed to the school and clarification obtained before the Charter Agreement is signed.

BYOX User Charter Agreement:

i. *We have read the Bring Your Own Device User Charter.*

ii. *The device will be connected to the school network when used in a classroom environment.*

iii. *The device must not be connected to a hotspot at any point in time when at school.*

iv. *We understand our responsibilities regarding the use of the device and the internet.*

v. *In signing below, we understand and agree to the Bring Your Own Device User Charter.*

vi. *We understand that failure to comply with the Bring Your Own Device User Charter will invoke the school's standard discipline procedures.*

vii. *Agreeing to the charter also is an agreement to abide by the school's Digital Technologies policy (covering mobile phones and tablets)*

Name of student……

Signature of student…….. Date…….

Name of parent / carer…….

Signature of parent /carer……..... Date……..

Queensland Government
Department of Education
Trading as Education Queensland International (EQI)
CRICOS Provider Code 00608A

Our Partners
Trinity Beach State School | JCU James Cook University Australia

O'Brien Road (PO Box 500) Smithfield QLD 4878 Ph: (07) 4058 4333
E: office@smithfieldshs.eq.edu.au www.smithfieldshs.eq.edu.au