



**DRAFT ONLY**

**Naranga School**  
**BRING YOUR OWN DEVICE (BYOD) POLICY**

Policy Developed:

*The following policy is to be used as terms of agreement by parents/guardians and classroom teachers of students who use an electronic communication device at Naranga School. This policy is designed to outline the responsibilities and expectations of the school and of the parents/guardians involved.*

1. All BYODs should be clearly labelled with the student's name.
2. While Naranga School staff members will take every reasonable precaution, Naranga School cannot be held accountable for loss or damage to BYODs. If loss or damage does occur to the BYOD, repairs to devices are to be undertaken by parents/guardians of the student to whom the device belongs.
3. A durable device case or cover must be provided with the BYOD by the parents/guardians before it can be brought to school.
4. If loss or damage does occur to the BYOD, Naranga School will attempt to provide the student with a suitable electronic communication device to use at school only until the BYOD is replaced or repaired.
5. It is the responsibility of the parent/guardian to send the BYOD to school fully charged and ready to use for communication purposes each day.
6. It is the responsibility of the classroom teacher to ensure that the BYOD is sent home with the student at the end of each day.
7. The BYOD is only to be used by the student who owns the device and staff who support its use. This includes use at Naranga School and related Naranga School incursions, specialist classes and community outings, as deemed appropriate by the teacher and school-based speech pathologist.
8. The BYOD should be located in a position where the student who owns the device is aware of its location at all times, is accessible to that student at all times, and its use is supervised by staff members across the school day as much as is possible and reasonable.
9. If the BYOD is a non-dedicated communication device such as an iPad, it will be used for communication purposes only, using an appropriate and agreed upon application (e.g. Proloquo2Go). It is the responsibility of the teacher to ensure the BYOD is not used for other purposes, such as games. Guided Access (for more information, see <https://support.apple.com/en-au/HT202612>) will be used at all times on all Apple devices (e.g. iPad, iPod etc.) to ensure the device is being used for communication purposes only.
10. Applications on the BYOD will be limited, where possible, to those legitimately required for communication or education.
11. No videos will to be taken on the BYOD when at Naranga School. Photos may be taken for communication apps however photos of peers and staff are not permitted to be taken on the BYOD for any other purposes.
12. During recess, lunch and other unstructured periods in the school day, the BYOD will be stored in the student's classroom to maximise device safety. The BYOD may be used during these times if a plan is developed with the school-based speech pathologist for tailored and planned integration of the device into other settings.
13. Naranga School has the right to remove any inappropriate applications, as deemed by the teacher in charge, if non-communication apps are being used on the BYOD during school time. Parents will be contacted first if there is any doubt about the suitability of applications.
14. Internet access is strictly prohibited on BYODs while at Naranga School.

We agree to the above guidelines outlined in Naranga School's 'Bring Your Own Device Policy'.

Student name: \_\_\_\_\_ Class: \_\_\_\_\_ Device type: \_\_\_\_\_

Signed: \_\_\_\_\_ (Parent/Guardian) Date: \_\_\_\_\_

Signed: \_\_\_\_\_ (Classroom teacher) Date: \_\_\_\_\_