

## Optional Bring Your Own Device (BYOD) at Lemonwood Grove School.

Dear Parents, Carers and Whanau,

At Lemonwood Grove School | Te Uru Tarata, we believe that the strategic use of digital technologies in the classroom supports the New Zealand Curriculum's [vision](#) of developing confident, connected, actively involved, lifelong learners (NZC page 12).

At Lemonwood Grove, the use of digital technologies allows learning to become ubiquitous where learning can take place anytime and anywhere, rather than between 9am and 3pm within the school gates. We have seen that the use of digital technologies increases the engagement and motivation of our learners and enables teachers to cater to a range of interests and learning styles. Learning with digital technologies fosters creativity and problem solving, allowing our learners to participate in self directed learning opportunities. Learning with digital technologies also enables our learners to form partnerships and collaborate with others locally, internationally and globally.



At Lemonwood Grove School we are fortunate to have a state-of-the-art digital infrastructure. We are equipped with a number of iMac computers, iPads and Chromebooks for students to use.

We are also aware that many of our students have their own devices which they use to support their learning at home. Many of our learners have come from schools with a Bring Your Own Device (BYOD) policy and are used to bringing a device to school to support their learning.

For these reasons, we are introducing an optional BYOD policy for learners. This means that families can decide whether they would like their child/ren to bring their own device to school to support their learning. If your child does not bring their own device to school, they can continue to use a school owned device.

Please note that the school aims to provide a safe online environment and uses N4L (Network for Learning) to provide a secure, filtered and reliable internet connection. More information can be found here <https://www.n4l.co.nz/managed-network/web-filtering>. Safe and responsible use of digital technology is also supported through our digital citizenship programmes.

While we are not prescribing any devices, we do recommend a chromebook or an iPad. These are familiar to our learners already, and best support the learning at Lemonwood Grove. As a general guide, the device should be wifi capable, lightweight, have a screen size of no less than 7" and have a battery life of 6 hours.

If you are the parent of a year 7 or 8 learner, and are considering purchasing a device, you may like to check any BYOD requirements that your child's future college may have. Some colleges specify a device, or type of device (for example, the device should have a proper keyboard). Information on Rolleston College's BYOD requirements can be found here: <http://www.rollestoncollege.nz/learning/byod/>

### Where to from here?

If you are interested in your child bringing their own device to school:

- Please familiarise yourself with the current **Bring Your Own Device Policy** (see below) and the **BYOD Agreement** on the following page which outlines the responsibilities of

the school, the student and the parent/caregiver should you wish for your child to bring their own device to school.

- Discuss the **BYOD Agreement** with your child and ensure that they are aware of their responsibilities.
- Review the [Responsible eLearning User Agreement](#) that you and your child signed at enrolment. This document is closely aligned with the BYOD agreement.
- Complete and sign the **BYOD Agreement** with your child and return to the school office.
- If your child is intending on bringing an iPad, review this [list of recommended apps](#).

Please see myself or your child's whanau teacher if you have further questions about our optional Bring Your Own Device policy.

Nick Gunn  
Deputy Principal



## **Bring Your Own Device (BYOD) Agreement**

Note: This agreement is additional to the *Responsible eLearning Use Agreement*. It refers to digital devices brought to school by students, and must be signed before the student may bring the device to school.

### **To the parent/caregiver/legal guardian, please:**

Read this page carefully with your child, to check that you both understand your responsibilities under this agreement Sign the appropriate section on this form.

Detach and return the signed section to the school office.

Keep this document for future reference.

|                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>School Responsibilities</b>  | <b>At our school, we will:</b> <ol style="list-style-type: none"> <li>1. Encourage safe and effective use of technology and the internet</li> <li>2. Work within the school's digital technology guidelines</li> <li>3. Provide clear guidelines around the use of devices brought from home</li> <li>4. Provide safe storage for students' devices when not at use, e.g. break times.</li> <li>5. If a student breaches the BYOD agreement, they may lose the privilege of bringing their own device to school, and the school's behaviour management plan may be invoked.</li> </ol>                                 |
| <b>Student Responsibilities</b> | <b>When I bring my device to school I will:</b> <ol style="list-style-type: none"> <li>1. Follow the school's digital technology rules</li> <li>2. Use my device when and where the teacher gives me permission</li> <li>3. Only access the internet with the teacher's permission and if an adult is present</li> <li>4. Only use my own login and password</li> <li>5. Charge my device at home so that it doesn't need charging at school</li> <li>6. Take care of my device so that it isn't damaged or stolen</li> <li>7. I will not use my device to be mean, rude, or offensive to anyone</li> </ol>            |
| <b>Parent Responsibilities</b>  | <b>I give permission for my child to bring their device to school and I will:</b> <ol style="list-style-type: none"> <li>1. Encourage them to use it responsibly</li> <li>2. Take an interest in how they are using the device</li> <li>3. Be aware of the content and applications on the device</li> <li>4. Be responsible for the device's maintenance and insurance</li> <li>5. Keep a record of the device's serial number and details</li> <li>6. Contact the school if I have any concerns about cybersafety or other related issues</li> <li>7. Ensure the device has a cover to keep it protected.</li> </ol> |

**Note:** This agreement for your child will remain in force as long as he/she is enrolled at this school. If it becomes necessary to add/amend any information or rule, parents will be advised in writing.

## Bring Your Own Device (BYOD) Agreement

I have read this Bring Your Own Device (BYOD) use agreement, and I am aware of the school's initiatives to maintain a cybersafe learning environment, including my child's responsibilities.

|                        |  |                          |  |
|------------------------|--|--------------------------|--|
| <b>Child's Name:</b>   |  | <b>Child's Signature</b> |  |
| <b>Parent Name:</b>    |  | <b>Parent Signature:</b> |  |
| <b>Whanau Teacher:</b> |  | <b>Date:</b>             |  |

## School Docs Policy

### Bring Your Own Device (BYOD) Policy

Technology has an increasing role in teaching and learning, and in our daily lives. We encourage our students to use technology effectively and responsibly.

In keeping with our [Health, Safety, and Welfare policy](#), we maintain comprehensive cybersafety policies and procedures to guide our use of the internet and ICT devices and equipment. These include filing signed cybersafety agreements, including a BYOD agreement if a digital device is brought to school.

Students may bring their own digital device to use at school to enhance their learning, provided that the following conditions are met:

- The student and their parent/caregiver must read and sign the BYOD agreement before a device is brought to school. This outlines the expectations and responsibilities of each party.
- The device is suitable for the purpose.
- It needs to be wifi capable, have a screen size no less than 7", and come to school fully charged.
- We strongly recommend that learners bring either an iPad or a Chromebook as we feel that these devices will best support learning at Lemonwood Grove School.
- Parents record the serial number of the device, and are responsible for its insurance, servicing, repairs, etc.
- Parents are also responsible for ensuring that the device has an antivirus program installed (if applicable); and for checking and updating any apps installed on the device.

If a student breaches the BYOD agreement, they may lose the privilege of bringing their own device to school, and the school's behaviour management plan may be invoked.