

CMW BRING YOUR OWN DEVICE (BYOD) POLICY

Rationale

Bring Your Own Device (BYOD) is a technology program whereby students are required to bring their own device to complement their learning at Catherine McAuley Westmead.

The BYOD program enhances the experiences of our students by providing complete ownership of their devices and their learning, and will enable access to global resources accessible by the internet while enhancing collaboration with their peers in creative problem solving. The program will equip each student with a MacBook to use at school and at home, enabling students to have 24/7 access to resources and learning material.

CMW Device Specifications

Catherine McAuley Westmead requires students to have access to a fully charged Apple laptop at the start of each day. The required **minimum specifications** for BYO devices are as follows:



13" MacBook Air or Pro

RAM: 8GB

Storage: 256GB SSD

Processor: MacBooks with the M1, M2, M3 or M4 chips family

We strongly recommend purchasing a protective case as well as the AppleCare+ Protection for Mac.

BYOD Guidelines

- BYO devices must only be connected to the designated school wifi network (CEDP EdNet). This is to occur using the student's own CSPD user account credentials. Devices must not be connected to other wired, wireless or cellular networks whilst at school.
- The school's normal student management procedures will apply for any misuse or behaviour contrary to the [Responsible Use of Digital Device Procedures](#) and [Student Use of Digital Devices and Online Services Agreement](#).
- The use of the BYO device during the school day is always at the discretion of the individual class teachers; there should never be an expectation that it will be used in every class, every lesson.
- BYO devices may be used for assessment purposes; this may include the installation of software specific to these purposes i.e. locked browser for NAPLAN testing.
- BYO devices must have any required software applications and updates installed. The latest service packs and updates must be continually maintained (as appropriate).
- Your daughter's account must have Administrator access in order to be able to connect to the school network and install school-related applications at the discretion of her teachers.
- The use of internet and online communications and data on BYO devices is monitored and audited while devices are at school during school hours. This data can be identified against specific CEnet user accounts and BYO devices.
- Where the school has grounds to suspect that a device contains data which breaches the [Responsible Use of Digital Device Procedures](#) or [Student Use of Digital Devices and Online Services Agreement](#), the device may be confiscated for the purposes of confirming the material. While at school, all data on the device is subject to review by appropriate school staff.
- All BYO devices purchased for students **MUST** meet the school's requirements as outlined above. Device models outside of the above requirements will not be permitted on the school network.

- Students and their parents or caregivers are solely responsible for the care and maintenance of BYO devices. The school is not in a position to provide hardware or technical support for BYO devices. The School's ICT Services team will provide instructions for BYO devices to connect to the wireless network only. The ICT Services team may provide 'other' limited technical support if it enables the BYO device to access the wireless network.

Warranty and Non-Warranty Repairs, Loss and Theft Guidelines

- Students bring their devices to school at their own risk. CMW or CSPD will not be responsible for any loss, theft or damage to the device, any peripherals, data stored on the device or peripherals, and/or data stored on cloud services.
- Students should not bring peripheral equipment, including power chargers and cables to school. Liability for damage or loss of peripheral equipment will, in all circumstances, be borne by the student.
- Students and parents or caregivers should determine if the device requires insurance and/or specific accidental loss or breakage insurance. CMW recommends that parents consider the purchase of a protection plan/warranty.
- The responsibility for all repairs or warranty claims lies with the student, parent or caregiver.
- Warranty claims for BYO devices are the responsibility of the parent or caregiver. It would be the expectation of CMW that the student, parent or caregiver organise for all repairs to be made in a timely manner. Loan devices will be available through the Library team on a short-term basis.
- The school's ICT Services team cannot perform any repairs on a BYO device nor can they make recommendations or assumptions about any issues a BYO device is experiencing.

Mobile Device Management Requirements

As technology grows through personal BYO devices within CSPD schools, it is important to maintain processes to ensure a safe, secure online learning and working environment for all CSPD students, staff and volunteers.

This is achieved with a hybrid enterprise mobile device management (MDM) system solution to accommodate the device platforms supported on CSPD's network. The system used by CSPD is InTune. All school-owned and BYO devices are required to be registered through an MDM system in order to connect to CSPD's ICT network.

CSPD operates on a 'known user/known device' ideology - this means that only authorised users are connecting to the network on devices that are authorised and registered to an existing MDM system in order to access CSPD's network services. As well as providing security and compliance, registration of devices can provide connectivity, access to shared resources and provide inventory reporting for infrastructural and troubleshooting purposes.

Disclosure

The following points outline the requirements for all BYO device models which will permit being connected to the CSPD ICT network. These points are stipulated by the CSPD:

- all BYO devices authorised to connect to the CSPD ICT network are required to be enrolled in InTune;
- enrolled BYO devices automatically receives the necessary settings to connect to the CSPD ICT network;
- non-enrolled BYO devices will not be able to access the Internet via the CSPD ICT network;
- for the purpose of network security/management and student safety, user identification, device specifications and application data is captured via the enrolment process;
- CSPD reserves the right to temporarily or permanently restrict or prevent any BYO devices connecting to the CSPD ICT network; and
- CMW and CSPD will not have any access to data for any enrolled devices when not on site.

CSPD Purchasing Information

BYOD devices can be purchased at any retail store of your choice. There is no restriction placed on the purchase location.

To assist in minimising the cost of purchasing these devices, the Catholic Schools Parramatta Diocese has worked with their preferred suppliers of MacBooks, to set up a Parent Portal. This secure portal enables parents to purchase MacBook, extended warranties, bags and accessories at discount educational pricing. Please visit <https://shop.compnow.com.au/school/westmead-catholic> for further information.

In addition to the above BYOD portal provided by CSPD, parents are free to purchase a MacBook from any retailers such as Harvey Norman or JB Hi-Fi. We strongly recommend purchasing a protective case as well as the AppleCare+ Protection for any accidental damage during the ownership. Second Hand Apple computers from eBay or other online marketplaces are not recommended.

Purchasing Guidelines

- CMW cannot refer parents and/or guardians to a single re-seller and/or vendor i.e schools must refer them to two or more re-sellers.
- Families are able to purchase the device from anywhere they wish, they do not have to purchase the device from any of the re-sellers that the school provides.
- CMW cannot refer parents and/or guardians to offers that include financing of equipment through credit providers.

On Site Support

- Catherine McAuley ICT Services is located in the Fr David Scott Resource Centre and provides technical support to staff and students daily between 8:00am and 4:00pm.
- Our staff are not authorised Apple repairs and therefore can not provide any repair onsite.
- If your daughter forgets her device for a day, a loan device can be provided by the Library team.
- Please direct any inquiries or questions to the Westmead Catholic Community ICT Services team by emailing wccictservices@parra.catholic.edu.au.