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about 1:1

# BRING YOUR OWN DEVICE (BYOD)

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## WHY 1:1 AT TATACHILLA LUTHERAN COLLEGE?

The new Australian Curriculum requires students to develop a sound ICT capability in order to appropriately access, create and communicate information and ideas, solve problems and work collaboratively in all learning areas at school, and in their lives beyond school as ethical digital citizens. The Melbourne Declaration on the Educational Goals for Young Australians (MCEETYA, 2008) recognises that in a digital age, and with rapid and continuing changes in the ways that people share, use, develop and communicate with ICT, young people need to be highly skilled in its use. To participate in a knowledge-based economy and to be empowered within a technologically sophisticated society now and into the future, students need the knowledge, skills and confidence to make ICT work for them at school, at home, at work and in their communities.

Tatachilla Lutheran College is a 1:1 learning environment where each student is expected to use a device in order to partake in learning. The program implemented is a "Bring Your Own Device" (BYOD) environment. Using an extensive range of cloud-based educational platforms such as Google G-suite for Education and the SEQTA Learning Management System, enables our students and teachers to collaborate and learn in an online environment without being tied to a designated operating system or program.

Ultimately, we believe that the use of technology enhances and supports the College's long standing approach to high quality learning and teaching. All students will be expected to use their devices in a manner that is aligned with the expectations and values of the College and they will be supported to grow as responsible digital citizens.

## WHAT IS BYOD?

"Bring your own device" (BYOD) refers to a technology model that allows students to bring their own device to school for learning in the classroom. This is a shift in both education and in the corporate world, which recognises that choices about technology are very much personal.

BYOD acknowledges that technology in education means more than meeting specific curriculum requirements.

BYOD is designed to give you, as students and families, freedom to make technology choices that suit you and all your circumstances.

## HOW DOES IT WORK?

All students across the College from Year 1 to Year 12 are expected to bring their own computing device to school every day. It is compulsory for students from Year 1 to Year 6 to have an iPad, and students in Years 7 - 12 a laptop.

The College has set a minimum device specification based on the suitability for student age, and use to enable learning. As students will be accessing the College network they will be required to agree to the Acceptable Use Agreement that sets out how the device can be used at Tatachilla Lutheran College. Our ICT Services department is available to answer questions and to give assistance if required.

**FAQ: How will we know how the iPads or Laptops are being used in the classroom?** By implementing a 1:1 program your child will be bringing their devices between home and school on a daily basis. This provides unprecedented access to your child's learning and affords you as parents the opportunity to become more actively involved in your child's education and see how their device is being used each week.

# device selection

# JUNIOR SCHOOL

Students in the Junior School have two options:

- **Option 1:** An iPad recommended by the College supplied through our BYOD partner.
- **Option 2:** An iPad you own, or purchase through an alternative supplier sourced by you.

Whether choosing Option 1 or Option 2, please note it is expected that the device is dedicated to your child's learning.

Please refer to Device Setup information with the section, Ordering Your Device, for information about drop-off dates and device setup instructions.

## MINIMUM REQUIREMENTS

### RECEPTION

- Reception devices are supplied by the College.

### YEAR 1 TO YEAR 3

- Current-generation iPad (iPad Mini and iPad Pro are not suitable)
- Minimum 9" screen (12" screens not permitted)
- Minimum of 128GB storage
- Suitable rubberised/armoured protective case

**FAQ: What ICT devices will Reception have access to?** Students will still have access to a bank of iPads as currently exists in our reception classrooms. This is not anticipated to change. The first year of school allows the College to establish expectations with students and assist them in familiarising themselves with how an iPad can support their learning.

### YEAR 4 TO YEAR 6

- Current-generation iPad or iPad Pro (iPad Mini is not suitable)
- Minimum 9" screen (12" screens not permitted)
- Minimum of 128GB storage (greater storage is needed to meet curriculum requirements in Years 4 upwards)
- Suitable rubberised/armoured protective case

Please pay particular attention to the storage space required for different year levels. The College will not support iPad devices with a screen size other than 9.7" or 10.5". Larger screens are too prone to damage and smaller screens are not conducive to learning.

**FAQ: Why 1:1 with students in Years 1?** It is our belief supported by current research and the practice in other schools across Australia, that students in a Junior School setting are old enough to be able to manage their own device with the support of their class teacher. We have successfully implemented a 1:1 iPad program in Year 1 after an introductory year in Reception where students are guided in how an iPad can support their learning through the use of College owned iPads in Reception.

Having access to their own individual device gives students opportunities to maximise learning opportunities by always having the device available. They will be able to use the same device at school and at home. The iPads work best as a single user device and they provide opportunities for personalised, student-centred learning. Your child having their own device also allows for a level of parental involvement in learning not previously possible.

# device selection

# MIDDLE & SENIOR SCHOOL

## YEAR 7 TO 12

Students in these Year levels have three options when purchasing a device:

- **Option 1:** A Windows laptop recommended by the College supplied through our BYOD partner.
- **Option 2:** A MacBook recommended by the College supplied through our BYOD partner.
- **Option 3:** A laptop or MacBook you own, or purchase through an alternative supplier sourced by you.

## MINIMUM REQUIREMENTS

- 12" screen or larger
- Screen resolution of 1920x1080 or higher
- Intel Core i5 or i7 processor
- 8GB RAM or higher
- 128GB solid state storage (no spinning hard disks)
- Minimum 8 hour battery life
- 802.11ac 5Ghz wireless
- Windows 10/macOS 10.14 Mojave or later

\* NO gaming or tablet/hybrid devices (such as ACER Predator or Alienware, Surface or ASUS Transformer)

**FAQ: What happens if the device is damaged, lost or stolen?** The College does not own or warranty student devices. If you are concerned the device is going to be broken, lost or stolen, you may wish to consider specific accidental damage insurance for the device. You can specifically list the item on your home contents insurance or you can purchase an Accidental Damage Protection plan for your device. Families are responsible for ensuring that devices are insured. Where available, the College will provide access to a device in school while a family has a device being repaired.

**FAQ: What happens when the devices are three years old?** We have selected a number of devices that all have a three year warranty if purchased through the BYOD portal. From our experience the rate of change with the advances in technology means that after 3 years there are significant differences to platforms which would warrant a change of device rather than a repair. Often the cost of the repair is greater than the value of the iPad or laptop. Likewise, the functionality of devices deteriorates and we have found that students become increasingly frustrated by operating speeds and we advise you that it would be reasonable to expect to



# other CONSIDERATIONS

## RECOMMENDED FEATURES

- Weight of no more than 2.5kg
- 3-year warranty where possible
- USB-C or MagSafe 2 charging ports (for use of charging bays at the College)

All devices made available through the College's partnership with the supplier to meet the above recommendations.

The College recommends avoiding devices with edge-to-edge glass screens, such as the Microsoft Surface Pro. Other Australian schools have reported poor experiences with these types of devices due to their high susceptibility to cracked screens and breakages.

## PRICE

Your personal circumstances will determine how much your family wishes to spend. All the devices recommended by the College will meet student learning requirements. You should not be spending multiple thousands of dollars on a device to bring to school.

**FAQ: Are there finance plans available?** Yes our BYOD partner offers finance plans which can spread the purchase cost over time to suit your circumstances.

## LONGEVITY

Devices have varying build qualities, mostly based on price. Those with cheap flimsy hinges and/or plastic exterior componentry will not last as long as a better-built device. A good quality device, well looked-after should last for three years.

## WARRANTY AND INSURANCE

It is strongly recommended that students have Accidental Damage Protection and Theft insurance policies for any device they bring to the College. The College also recommends devices have a 3-year warranty where possible.

For insurance against loss or theft, the College recommends speaking to your Home and Contents Insurance provider to see if your existing policy can be extended to cover your child(ren)'s device(s).

## BATTERY LIFE

Devices must come to school fully charged at the beginning of every day. Should a student need to charge a device through the course of a day, it may be facilitated if a suitable charger is available at ICT Services. Generally, we can support students with iPads, MacBook Airs, MacBook Pros and Windows laptops with USB-C ports to charge.

Students will not be permitted to bring their own chargers to school for charging. This is due to regulations surrounding Workplace Health and Safety and electrical appliance testing and tagging requirements.

The advertised battery life compared to the real battery life is often quite different and batteries degrade significantly over time. You should consider a device which has ample spare battery life.

The Device Specification states at least eight hours of battery life to compensate for these factors and maximise your ability to use it consistently when required without issue.



# other CONSIDERATIONS

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## SUBJECT SELECTION

Please note that all devices pre-selected by the College in partnership with the preferred supplier will run any software(s) required for any subject at the College. However, some specialist Senior School subjects do utilise software packages that require greater processing power than general software applications: Using a more powerful device will give students a better experience using this software.

Consider the following devices for these subjects:

### Art (Visual), Digital Photography, Media Studies

- Any Windows or macOS device with a Core i7 processor, 16GB RAM and 256GB solid state storage (or more).

### Design and Technology: Communication Products (CAD)

- Any Windows or macOS device with a Core i5 processor, 16GB RAM and 128GB solid state storage (or more).

There are no specific device requirements (other than the minimum specifications mentioned previously) for students in Year 7 to Year 9.

Students in Years 10 to 12 electing to study specialist some subjects may wish to consider purchasing a device appropriate to their learning needs.

### FAQ: What Apps/Software will be required and who will pay for them?

The College has identified a core set of Apps for ipads and software for laptops. For students in the Junior school, these will be loaded onto each iPad prior to it coming home. Students in Year 7 - 12 are given detailed instructions on how to access software and the ICT services team can support students with this process if a problem arises. The cost of these is included in the school fees. The Apps and Software are owned by the College and are for the student's device only and can be removed by the College at any time.





# ordering YOUR DEVICE

## ORDERING VIA OUR BYOD PARTNER

Our BYOD partner has been selected for their capacity for stocking a range of devices, at varying price points and being able to respond quickly to orders and warranties.

We are aware that for many families the BYOD device will form part of a child's Christmas gift and we encourage you to order it as soon as possible. This means that your child can become familiar with the operating platform and customise it to suit their own preferences in preparation for learning at the beginning of the school year.

## SELECTING AND ORDERING YOUR DEVICE

If you would like to purchase one of the device options through our preferred BYOD partner, you can order online directly through the supplier.

Visit [jbeducation.com.au/byod](http://jbeducation.com.au/byod) using the **School Code tatachilla2020**, then select your device from the range of options.

Payment is through the BYOD partner either by outright purchase or a payment plan. Three-year warranties are available for laptops and 2-year warranties for iPads. However, it is our recommendation that you also consider purchasing an Accidental Damage and/or Theft Protection Policy.

**FAQ: Do I need to buy a new laptop or iPad if I own one already?** No necessarily. As long as your current device meets the minimum hardware specifications, it can be used as a learning tool at school. Check the BYOD Handbook for details of the specifications.

## 'DROP-OFF' DATES FOR DEVICE SETUP

It is essential that devices are brought to ICT Services well before the commencement of a school year or new school term to ensure timely setup of the device, and avoid any issues with access to essential curriculum materials and learning programs.

**Please visit the Tatachilla website to view booking times** throughout December and January, and book a setup and collection date. Or, alternatively, email ICT Services to confirm a date ([ictServices@tatachilla.sa.edu.au](mailto:ictServices@tatachilla.sa.edu.au)).

Drop off dates are as follows:

Monday 9th December 2019  
Monday 16th December 2019  
Monday 6th January 2020  
Monday 13th January 2020  
Monday 20th January 2020

If a new device is purchased during a school term, the device may be delivered to ICT Services at any stage for immediate setup. Please allow one business day for this process to be completed.

## ORDERING VIA ANOTHER RETAILER

You are welcome to purchase your device from any retailer you wish. However, please ensure that you check that the device meets the minimum requirements as specified in this booklet.

If your device does not meet the minimum requirements it may not be able to be used at the College.

For families who are supplying their own device, we will also require you to arrange a time for the device to be dropped off at ICT Services so that it can be configured to the college network to allow the efficient and effective distribution of Software or Apps. Please refer to the dates above.

# using YOUR DEVICE

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## PROTECTING YOUR DEVICE

The College strongly recommends that students have a tough carry case for their device.

A rugged case is recommended for iPads. Cases should provide sufficient protection to the iPad screen and corners to prevent glass breakages.

For laptops, a clip-on plastic or rubberised skin will not provide sufficient protection should a device be dropped. Students are welcome to use these to personalise their devices. Whenever the device is not in use it should be stored in a separate protective bag or case.

## OPERATING CONDITIONS

Please do not place objects on top of your iPad or Laptop.

Avoid exposing your device to:

- direct sunlight or sources of heat such as desk lamps;
- dust, dirt, rain, liquids or moisture; or
- heavy shock or vibration.

## DIGITAL CITIZENSHIP

After receiving their device at school, students will begin their digital citizenship journey. All students will participate in sessions which will educate them on being responsible and ethical in the use of the internet and the appropriate use of storage to ensure their school work is always backed up.

Students will also be prepared for setting up their unique Home User Agreement with their parent/caregiver and recommendations from our research can be found on the College website [www.tatachilla.sa.edu.au](http://www.tatachilla.sa.edu.au), under the 1:1 BYOD Program tab.

We hope that this valuable information will guide you in setting up reasonable parameters around the use of the iPads and laptops at home.

## ERGONOMIC USE OF DEVICES

The College has a partnership with Smart Health Training and Services who have provided the following recommendations.

### IPADS

When using an iPad for extended periods of time (>20min), ensure you rest it in an inclined fashion (either on a custom made stand or an inclined reading board) or in a tablet stand that allows for ideal biomechanics. Use the iPad resting on this stand while standing at a bench for ideal body posturing.

Use two hands when using an iPad to take photos, videos or voice memos. If holding your iPad in one hand, hold it in portrait orientation compared to landscape orientation.

### LAPTOPS

Always try to get as close to the correct ergonomic set up as possible.

The following can help to achieve this:

- Use a laptop riser. We recommend that the top third of the screen is at eye level.
- Always use an external keyboard and external mouse set to the proper ergonomic height and position when using the laptop for extended periods of time.
- Alternate using the laptop, between sitting and standing positions.
- Take regular breaks from being sedentary. Try to stretch and move at least every 30min.

All students that will be using a laptop regularly should participate in ergonomic training.

Some families may choose to supply the optional keyboards, and slope boards available to purchase in the eLearning section of the booklist, which may assist in achieving these recommendations.

# access to COLLEGE RESOURCES

## ICT SERVICES SUPPORT

All students will have support for network connectivity including access to printers, Wi-Fi, files, resources and software supplied by the College. Support does not extend to games and personal software.

ICT Services assist students to configure their own device through information sessions. The intention is to provide support which leads students to take ownership and eventually manage their devices by themselves, including data management and backups.

Resolving any hardware concerns is the responsibility of the user. ICT Services staff cannot mediate disputes, fix devices or facilitate repairs. Parent/Caregiver should ensure they obtain information from a supplier when they purchase a device on the process for repairs.

## SOFTWARE

The College will provide students with a variety of software for laptops free of charge, as listed below:

- Anti-Virus (for both Windows and macOS)
- Microsoft Office (for both Windows and macOS)
- Google G-suite
- Google Drive (free, unlimited storage backed-up in the cloud)

Depending on subject selections, the College will also provide the following software for laptops:

- Adobe Illustrator
- Adobe Photoshop
- Adobe Premiere Pro
- Autodesk AutoCAD
- Autodesk Fusion 360
- Autodesk Maya

In addition to the above the College has a library of over 250 apps and software packages available for students to use if required as part of the curriculum.

Students may choose any other comparable software options relevant to their course of studies, personal preference and within the boundaries of the ICT Acceptable Use Agreement.

## LOAN LAPTOPS

**FAQ: What if the device breaks down in term time?** If a child's device breaks down in term time, families can arrange for a repair and students will be provided with a loan device from the College wherever possible.



### FAQ: Do I need to purchase anti-virus software?

There is no need to purchase anti-virus software for the device. As this will be required by all students it will be provided by the College.

### FAQ: How do we backup the data and Apps on the device?

Data on the device can be backed up to Google Drive over the internet. Students will be instructed on how to back up during their initial set-up and instructions can be found on the College web page.



# ICT AGREEMENT

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## ICT AGREEMENT: INFORMATION & COMMUNICATION TECHNOLOGY

The overall aim of Tatachilla Lutheran College is to provide a safe learning environment with an eSafe (electronically safe) culture which is in keeping with the values of the College. The objective of this Agreement is to ensure the safe and ethical use of ICT within the College community.

The College provides students with the opportunity to use ICT equipment/devices and gives them rights to use and access services on the College network. The College expects students to act responsibly as they would with all other College equipment and facilities. All students from Years R -12 have individual user names on the College network.

The conditions outlined in this Agreement apply to the use of the electronic communication system at the College. Electronic communications include, but are not limited to, all Internet, intranet and email activities and related applications. The authorised users of the College's electronic communication systems are required to comply with the Agreement.

Breaches of this Agreement can undermine the values of the College and the safety of the eLearning environment, especially when ICT is used to facilitate misconduct. Such a breach deemed by the College to be harmful to the safety of the College or its members may result in disciplinary action.

Please note students are not able to commence using the College's computer network, Internet access facilities, or other ICT equipment/devices as defined in the Acceptable Use Agreement which must be signed and returned to the College annually.

### FAQ: What parameters should I set-up for use of the technology at home?

The College is frequently asked questions about the use of a device at home. This is a matter which is largely a negotiation within the family. Students do not need to use their device in their bedroom at all. The freedom and latitude afforded to one child may not, in other circumstances, be appropriate for another. The College recommend that all families set up a home user agreement before the device comes home. This establishes clear and consistent expectation from the outset.

It is required that both the student and their parent(s)/ guardian(s) agree to the ICT Acceptable Use Agreement and before the student can access the College digital systems and internet resources.

Tatachilla Lutheran College publishes the ICT Acceptable Use Agreement in the student diary each year and we encourage families to discuss the requirements of the Agreement before both the child and the caregiver sign.

Tatachilla Lutheran College will:

Accept no responsibility for loss or damage to, or for maintenance or repair required on a student's own device through any act or omission resulting from the negligence or otherwise of the College, a member of the College staff or of another student.

Not facilitate the student's access to any network or school services should a student's device fail to meet a requirement of the Device Specification, The College may direct a student to cease bringing a device to school which does not meet all the requirements of the Device Specification.

Provide no insurance or hold liability for any damage to a device beyond what is required by law.

### FAQ: What happens if inappropriate apps/software/ photos/videos/music are on the device?

Each day the child's device will connect to the College Wi-Fi system. If there is suspicion that inappropriate material is on a child's device then staff at the College are permitted to confiscate and view material on it. Staff will contact parents directly if any material(s) on the device are deemed inappropriate and ask for these to be removed. Appropriate consequences may be applied. Parents and staff will work together to ensure that our ICT Policy and Acceptable Use Policy are respected and adhered to. Educational applications will be considered the priority on the device and the school reserved the right to request that any games, software or app which interfere with learning, are identified as inappropriate for an age group or interfere with the running of the device, be removed.

### FAQ: Will students be able to use Social Media or messaging on the device?

Users of social media generally have to be 13 years of age or older. Therefore we recommend that it not be used on the device. Access to popular social media, such as Facebook is blocked at the College. The College expects that iMessaging will be disabled on the iPad. We recommend that families follow the age restrictions for all social media platforms, games and media content



211 tatachilla road  
po box 175 mclaren vale 5171 south australia  
l p 08 8323 9588  
l e [tlc@tatachilla.sa.edu.au](mailto:tlc@tatachilla.sa.edu.au)

ABN 44 094 272 440

[tatachilla.sa.edu.au](http://tatachilla.sa.edu.au)