



ST BEDE'S CATHOLIC COLLEGE STUDENT DEVICE PROGRAM

OVERVIEW

St Bede's Catholic College Student Device program is modelled on a Bring Your Own Specified Device (BYOSD) model, where the school selects a specified device and supplier after a rigorous process and invites parents to purchase the device. This is similar to the way the school sources and then recommends uniform suppliers. The specified device program was implemented after extensive research into the different models of student devices.

BRING YOUR OWN SPECIFIED DEVICE (BYOSD) PROGRAM

WHY A SPECIFIED DEVICE?

A specified student device program has several advantages including:

- Equity for all learners
- Introducing consistent hardware and software that can enhance engagement, deepen learning, increase feedback, personalise learning, and make the best possible use of classroom time
- Minimising disruptions caused by incompatible hardware and software
- Allowing staff and students to assist with minor troubleshooting
- Access to business grade devices, warranties, and repairs
- Volume discounting and reduced costs
- Streamlining ICT support and warranty and repair processes

WHAT TYPE OF DEVICES DO STUDENTS USE?

Students use a Windows based 2-in-1 hybrid device, which integrates all the features of a laptop with the flexibility of a tablet.

The actual type of device or devices changes year to year and parents should consult the school website for more specific information.

There are TWO device programs:

- Junior Device for Years 7-9 – a single device, usually with lower specifications but with a ruggedized design longer battery life.
- Senior Device for Years 10-12 – a range of devices, usually including higher powered devices.

HOW DO I PURCHASE A DEVICE?

YEAR 7

Information for Year 7 parents is provided during enrolment and at further information sessions. Year 7 devices are typically purchased in November-December of the year prior, to ensure that they arrive and can be set up for the start of the academic year. They are distributed to students in the first week of school, supported by a comprehensive orientation program.

The Junior Device has been typically about \$1300. This price includes the device, 3 years warranty including accidental damage, charging cable, and active stylus.

Purchasing occurs through a parent portal supplied by Next Technologies.

YEAR 10

Information for Year 10 parents is provided during the year via the school Newsletter and website. Year 10 devices are purchased in October-November of the year prior, to ensure that they arrive and can be set up before the Christmas break. They are distributed to students in the last week of the year prior week of school, supported by a quick re-orientation program.

The Senior Device(s) cost between \$1400 and \$2000 depending on options and configurations. This price includes the device, 3-4 years warranty including accidental damage, charging cable, and active stylus.

Purchasing occurs through a parent portal supplied by Next Technologies.

Any difficulties with purchasing should be referred to the Principal or their delegate as soon as possible. Finance is often made available by the chosen supplier.

WHAT IF I START THE SCHOOL AT A DIFFERENT TIME?

Students who commence school after the start of the purchasing cycle where possible will be given the option of purchasing the same device from the supplier.

We recognise that some families transition from existing device programs where families have already invested in an alternative device for learning. If this is the case, we ask that you discuss this at the time of enrolment and refer to the 'Alternate device guidelines' document.

FREQUENTLY ASKED QUESTIONS

WHEN ARE DEVICES USED AT SCHOOL?

Devices are used regularly as part of the school day. This includes accessing Compass for school administration and news, regular use during teaching and learning, and using the device for Learning Preparation. While the laptop may not be used in every lesson, it is expected that students are ready to use it alongside the other tools for learning.

Students are not to use their devices in the playground or at breaks, unless in the Learning Hub. Students only use their devices at school when requested by and under the instruction of the teacher.

CAN I CHARGE THE DEVICE AT SCHOOL?

Students are expected to charge their device ready for the school day. An emergency charging facility is made available at the school, and students can use this during break times. However, this can be only utilised on a first-come first-served basis. Students who regularly access this service will be referred to the relevant Student Coordinator. No other charging facilities are provided, and students are not to bring their chargers to school.

WHAT SOFTWARE IS USED AT THE SCHOOL?

St Bede's Catholic College, as part of the larger Catholic Schools Diocese of Maitland-Newcastle, leverages Microsoft Office 365 as its primary productivity and learning software. Students will use Office 365, and particularly Microsoft Teams and OneNote, in their day to day learning. Students use Compass School Manager to access their timetable, submit tasks and for school administration and organisation. This is accessed via the browser.

Complimenting this software, students will use other tools and software specific to particular subject areas e.g. Adobe Creative Cloud.

Where possible, students who purchase a specified device will be provided with a core suite of software pre-installed on their device.

WHAT SUPPORT IS THERE FOR STUDENTS?

Students are provided training in the use of software via an induction program (Year 7) and ongoing learning in classes.

Students are provided ICT support by Mr Ray Burg, the college ICT Support Officer and a student-led ICT help team. In the first case, they are encouraged to use the '3 before me' approach to self-help. After this, they are encouraged to utilise the student helpdesk. For problems that require specific technical support, student should submit a helpdesk ticket via Compass.

ARE STUDENT DEVICES KEPT SAFE?

Students and parents are encouraged to keep the device in a sleeve, ideally one that is water resistant. The school bag has a device pocket for added security during transport. There are no lockers provided for storage.

Students are kept safe online through the Catholic School's web filtering service that generally prevents students accessing inappropriate materials. Student devices are monitored by teachers throughout the school day.

Student devices used at home are not monitored, and parents are encouraged to investigate ways of keeping students safe online. The [Office of the eSafety Commissioner](#) has resources that can assist parents.

Students are expected to refer to the Cybersafety User Agreement for Secondary Students as outlined in the diary on pages 14-17 of the Student Planner and ensure they, and their parents, sign and complete the agreement on Page 17.

Any students who breach the Cybersafety User Agreement for Secondary Students will be dealt with by the school's behaviour management systems.

WHAT HAPPENS IF MY DEVICE BREAKS?

Students should submit a helpdesk ticket alerting the ICT Support Officer to the damage and bring the device to school. Devices are repaired as per the arranged warranty program. Parents should refer to the warranty information provided at purchase regarding excess, number and types of repairs, etc.

A loan device may be supplied for any student who has a specified device in for repairs. Any damage to the loan device will be the responsibility of the student during this loan period.

The school accepts no responsibility for accidents, damage, loss or theft of a student device.