1:1 Student Device Program

Years 4 – 6

Information Booklet

1:1 Device Program – An Educational and Catholic Imperative

As a Catholic Christian Community, we educate all to live the gospel of Jesus Christ as successful, creative and confident, active and informed learners empowered to shape and enrich our world.

(BCE Learning and Teaching Framework 2019)

The Australian Curriculum reflects the Alice Springs Education Declaration on the Educational Goals for Young Australians (2019) that the Australian education system promotes excellence and equity and that all young Australians become confident and creative individuals, successful lifelong learners, and active and informed members of the community.

The Australian Curriculum describes specific knowledge, understanding and skills about technology and its use in ways that are interactive, multimodal and provide flexibility across contexts and audiences. Ways to use, share, develop and communicate with Information Communications Technology (ICT) are named within the content of individual Learning Areas of the curriculum and the use of ICT is integrated across all Learning Areas including the General Capabilities and Cross Curriculum Priorities.

Catholic Education is called to meet the challenges of learning in a digital age. Expressed in the words of Pope Francis, "The revolution taking place in communications media and in information technologies represents a great and thrilling challenge; may we respond to that challenge with fresh energy and imagination as we seek to share with others the beauty of God".

(Pope Francis: 2014)

Learning and living are intertwined endeavours that students engage with. Technologies and their uses are pervasive across all areas of our society and modern living.

In response, we need to ensure that learning can take place in flexible, resource-rich environments where technology supports connected, real life and real time learning and teaching.

At St Mary's Primary School;

+ We support our school and each other as we partner in education.

+ We dedicate our expertise, energy and commitment to the development of our community of 21st century learners.

+ We expect all to achieve to the best of their ability, enriching their talents through challenging, exciting and contemporary educational experiences.

+ We work in a co-operative spirit, embracing our learning opportunities.

+ We positively contribute to the shared stories, vibrant memories and the creation of our future by challenging ourselves and striving to be more like Jesus.

+ We say no to harassment, violence and bullying and solve conflict with dignity, respect and care.

1:1 Device Program at St. Mary's Primary School

Students at St Mary's Primary School participate in a 1:1 Device Program from Year 4 to Year 6. Each student is issued with a school-owned Dell Latitude Laptop for their educational use whilst enrolled at the school or until the end of Year 6.

1:1 Device Program: The Role of the School, Student and Parents

The role of the school, student and parents in St Mary's Primary School 1:1 Device Program are outlined below, with the associated actions and responsibilities listed in the following section.

The Role of the School

The school provides **leadership** (vision, planning and management) to ensure that the 1:1 Device Program is driven by an educational imperative, focusing on successful **learning** outcomes and supporting the school's vision for learning. School leadership will work with teachers to create contemporary learning environments that allow students to learn. This will include engaging teachers in continuous learning to enhance their **professional practice**. As with all aspects of learning, the school values **parent and community engagement** and the important role this plays in achieving successful outcomes. The school plans for and manages the **technical environment and functional aspects** including security, to ensure the program's success.

The Role of the Student

Students understand that the primary purpose of the 1:1 Device Program is to support their learning. Students use technology in their learning to investigate, collaborate and communicate in a safe and responsible way that reflects good digital citizenship.

The Role of Parents/Caregivers

Parents/Caregivers are the first educators of their children and have a vital role to play in their child's learning. Working in partnership with the school will help to ensure the success of the 1:1 Device Program. Parents have an important role in the co-education of their child about issues related to the care of technology and its safe and responsible use. Parent/Caregivers support the school by maintaining an active interest in their child's learning including understanding how technology is being used to support learning in the classroom and at home, as well as meeting financial obligations associated with the program.

1:1 Device Program: Responsibilities and Actions of the School, Student, and Parents

School Responsibilities and Actions

The school is responsible for providing **leadership** for the 1:1 Device Program and school leaders play an integral role in this leadership. Effective leadership plans for and manages considerations related to **successful learning**; **professional practice**; **parent and community engagement**; as well as **technical environment and functional aspects**.

Responsibilities and actions for the school in relation to the 1:1 Device Program include:

Successful Learning

Creating the conditions that enable the school's vision for learning to be realised.

Ensuring that the 1:1 Device Program is driven by an educational imperative, focusing on successful learning outcomes.

Creating learning environments that enable connected, real life learning, within which technology is used flexibly and innovatively to improve learning.

Ensuring alignment with other school policies including behaviour, in particular ensuring that students are supported to use technology safely and responsibly.

Professional Practice

Ensuring that teachers engage in continuous learning (through professional learning and sharing) to enhance their professional practice and the practices of their students.

Ensuring decisions are informed by evidence of impact on learning, including how technology supports students to develop the dispositions necessary for a successful future.

Parent and Community Engagement

Providing opportunities for parents/caregivers to engage with information that enables them to be involved as key partners in learning, including through the 1:1 Device Program.

Providing parents with information about the logistics of the 1:1 Device Program, including costs, parent and student responsibilities and related policies and procedures.

Technical Environment and Functional Aspects

Driving responsible stewardship by ensuring decision making processes are collaborative, transparent and accountable.

Planning for and managing safe and connected learning environments. Elements include ensuring:

> Appropriate device selection and support, network infrastructure and system access;

> Access to software that will support learning and data management/storage, which adhere to safety and privacy principles;

> Technical support to assist students to manage the device and keep it operational;

> Clear operational procedures including the right to inspect the device and those which support the teacher to manage technology in the classroom.

Student Responsibilities and Actions

Student responsibilities and actions in relation to the 1:1 Device Program include:

Educational Purpose

Being active participants in their learning and using their device for educational purposes. This extends to the use of the school network, including the Internet and all associated infrastructure as well as ensuring that non educational software (where permitted) or data, does not inhibit the use of the device as a learning tool.

Using Technology Safely and Responsibly

Complying with all elements of our school's **Student User Agreement - Student Responsibilities and Actions** and the School's Student Behaviour Plan (SBSP Link) to ensure the safe and responsible use of technology including:

  Applying personal safety practices by keeping personal information private and securing digital information.

  Reporting unsafe behaviours to the school.

  Using technology ethically (e.g. not accessing or sending content to bully or defame others or that is illegal, dangerous or offensive).

  Engaging in appropriate practices to recognise the intellectual property (including copyright) of themselves and others. This extends to only installing/storing appropriately licensed software (and material e.g. downloads) on the device.

Device Management & Security

Complying with all elements of the school's **Student User Agreement - Student Responsibilities and Actions**

Bringing the device to school each day ready for learning:

  Fully charged and operational. Students seek support to resolve technical problems according to school procedures;

  Clean and clearly labelled with authorised identification.

Keeping the device safe and secure at all times, including:

  Following school and classroom rules for the use, transport and storage of devices;

  Transporting the device in the designated protective casing, and placing it in school bags whilst travelling to and from school;

  Reporting to the school instances of loss, damage or theft of the device as soon as possible (police report may be required).

Managing the device in alignment with school behaviour policy, including:

> Accessing the internet only through the wireless network when at school;

> Maintaining the network setting required to connect to the school network without alteration, unless directed to do so by the school;

> Backing up data and updating software as recommended/directed by the school.

Parent/Caregiver Responsibilities and Actions

Responsibilities and actions for parents in relation to the 1:1 Device Program include:

> Maintaining an active interest in your child's education by understanding how technology is being used to support learning.

> Supporting the care and responsible use of technology by

> Working alongside the school to educate your child about safe and responsible use of technology.

> Attending parent information sessions about Cyber Safety.

> Monitoring the use of the device outside of school including internet access and device storage.

> Supporting and reinforcing school policies and procedures including:

>> Acceptable Use of Computer and Internet Resources Policy;

>> School Behaviour Support Plan;

>> Operational procedures and responsibilities in relation to the 1:1 Device Program including ensuring safe and secure storage of the device;

>> Acknowledging the school's right to inspect the device.

Parent Levy

Parents will be charged ==$440 per year== as part of the Educational Levy on the school fees. The cost includes device usage, Office, educational software, warranty, hot swap option and technical support

1:1 Device Program: The Device and Repairs

Dell Latitude Laptop

St Mary's will provide each student with a Dell Latitude Laptop, a protective carry case and a charger for the laptop. This device will be equipped with a broad range of software. All students are expected to adhere to the 'Student Responsibilities and Actions' as outlined in the information booklet.

Loan

The Laptop and all accessories remain the property of the school. Any damage to the device or any of it's accessories (charger) will be repaired by the school, communicated to the parent and the cost of repair added to school fee statement.

Warranty

The Dell laptop comes with a standard Dell warranty. St Mary's Primary School have systems in place during school terms that help us facilitate repairs, as required. Where possible, students will be given a replacement laptop while awaiting repairs.

Loss or Damage

If the laptop is lost, stolen or damaged, the student must report it to their classroom teacher as soon as practical, during school hours.

If loss or theft occurs outside of the school, parents/guardians are required to inform the police immediately. Where possible, students will be given a replacement laptop while waiting for resolution.

Repair Procedures

If the device has a hardware fault during the school term, it will be assessed by Dell and logged by the school, for repair or replacement of parts. Where possible, students will be given a replacement laptop while waiting for repairs. In most cases, there will not be a charge for this repair.

Process for repair:

1. Inform teacher, parent or office staff of damage.

2. Collect digital Incident Form from teacher, office or Assistant Principal.

3. Completed incident form and device sent to the office for repair upon return to school.

4. Replacement temporary device issued (if necessary).

5. Device assessed on site and course of action decided to repair device.

6. Parent Slip sent to parent.

7. Device logged for repair.

8. Device repaired and returned to student.

9. Hot Swap returned.

Laptop with a broken screen, will be repaired using aftermarket parts for repair. The subsidised cost of repair for a broken screen is $90. This charge will be added to the student's fee account. Parents will be notified and asked to agree to this charge being added to their account. Where possible, students will be given a replacement Laptop while waiting for repairs. Only one screen will be covered at the subsidised cost. Any additional breakages will require the full repair cost (between $300 and $500).

Laptop with other breakages, will be repaired at the cost to the parent. Where possible St Mary's Primary School will attempt to complete repairs at the lowest possible cost to parents.

End of Usage Period

At the end of the usage period, students are to return the device, the charger and the protective case to St Mary's Primary School in a timely matter, before the end of the graduating school year. A student who leaves St Mary's Primary School before the end of Year 6 is required to return the device to the school on their last day of enrolment.

Filtering

St Mary's Primary School has installed filtering technology to ensure that inappropriate phrases or websites are blocked on our school network. Once the device is in the home environment it is no longer filtered by the school, as such parents are highly encouraged to install a filter at home.

1:1 Device Program: Agreement Information

Acceptable Use & Student User Agreement

Parents/Carers are required to read all the information provided, including linked documents. Parents/Carers and students are required to accept and agree to the conditions of use outlined in this document. Parents/Carers are required to agree to and sign the Parent Slip (EdSmart) information.

The Student User Agreement is detailed within the Parent Slip (EdSmart) information for parents to understand and agree to support their child with these requirements. Students will be requested to read and sign their agreements in class before receiving their device.

The Brisbane Catholic Education - Acceptable Use Agreement encompasses our whole school community as Users, including parents, siblings, grandparents, and carers. Please read this document carefully so that you understand our User expectations. This agreement also aligns with enrolment documents that legal guardians and students sign upon confirmation of enrolment – Acceptable Use of Devices and Digital Resources Consent Form.

Student Breaches of Acceptable Use Agreement and Student Use Agreement

Any breaches of the Acceptable Use Agreement or Student User Agreement will be considered in line with our school's Student Behaviour Support Plan (SBSP Link).

St Mary's Primary School

📞 07 3281 1998
✉ pipswich@bne.catholic.edu.au
🌐 www.stmarysipswich.qld.edu.au
📍 Mary Street, Ipswich, 4305

St Mary's Primary School respectfully acknowledges the Traditional Custodians, the Yuggera, Jagera and Ugarapul people, where we work and teach.
We pay respects to the elders, past and present and to all First Nations people.