

TAWS BYOD (Bring Your Own Device) Policy

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Related documentation: <ul style="list-style-type: none"> • Student Welfare Policy • Parent Handbook • Section 25 Education Act 1990

Version Control

Version	Date	Changes
ORIGINAL		Initial Release
2025	22/04/2025	Change 'Education Director' and 'ED' to 'Principal'

1. Introduction and Purpose

Bring Your Own Device (BYOD) means that students bring to school personally owned devices for the purpose of learning. The BYOD concept recognises that students and their parents and caregivers would like to use the same digital devices at school and at home. When students use personalized devices, they save time and effort because they are accustomed to their devices and can use them efficiently. Taking responsibility for the use of their device, including charging, bringing to school and managing files, assists students to develop digital literacy, fluency and citizenship. It has the potential to empower students by giving them a voice in the decision-making process of how they use technology in their own learning in their Senior Years.

2. Scope

This policy applies to TAWS Senior Years staff, students and parents/carers.

3. Guiding Principles

The following principles guide how this policy will operate in practice:

1. Equity and access to technology is a guiding principle for all TAWS students.

2. TAWS will endeavour to provide a safe and secure online environment for all learning activities.
3. The integration of ICT is to support and enhance contemporary, authentic learning at TAWS.

4. BYOD Program

TAWS has asked students to bring personally owned digital devices to school for the purposes of learning in Stage 6. They will be instructed on safe and appropriate use of technology at school and sign a behaviour contract called the Student Acceptable Use of Technology Agreement to indicate their understanding and commitment to these rights and responsibilities. Students will bring a BYO Device to school with the knowledge and written approval of their parent or carer. The return of a signed Student Acceptable Use of Technology Agreement constitutes such knowledge and approval.

TAWS has strategies to cater for families unable to provide devices for students. As far as reasonably possible, students will not be educationally disadvantaged by financial or other constraints to bringing their own devices. The school will provide access to devices for students who do not have a device with them for the duration of their lesson time, as appropriate. Students will not be able to take these devices home. Solutions to ongoing lack of access to a BYOD may be resolved on a case-by-case basis in consultation with the Director of Education or the Business Manager.

TAWS remains committed to an IT instructional policy in the classroom that is judicious and moderate. The introduction of BYOD laptops aims to expand Seniors Years students' educational opportunities and to close the gap between school and home during this more demanding stage in their school years. It will remain a tool that is used and put away, with Steiner Education pedagogical practices remaining at the forefront of classroom teaching. This commitment by teachers at the school is central to the overarching intent of the Senior Years program, which aims to offer an outward-facing Steiner Education that accepts and appreciates the nature of the world adolescents are preparing for, while also being inspired and guided by the impulse, philosophy and practices of Rudolph Steiner, and the body Waldorf teachers, schools and organisations that have emerged since then.

5. BYOD Use

BYODs must only be connected to school Wi-Fi networks designated for students. This is to occur using the student's own user account credentials. Devices must not be connected to other wired, wireless or cellular networks whilst at school.

BYODs must have current anti-virus software and this must be continually maintained (as appropriate).

Any device at school must be reasonably accessible by staff at TAWS. PIN codes and passwords must be provided to staff immediately upon request.

Students must not use the school's network services to seek out, access, store or send any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature. This is a serious breach of the Student Acceptable Use of Technology Agreement and may result in disciplinary and/or legal action.

The use of the BYOD to undermine, attempt to hack or bypass school or other system-based security and filtering measures will be treated as a serious breach of the Student Acceptable Use of Technology Agreement and may result in disciplinary and/or legal action.

The use of all internet and online communications and data on BYOD is monitored and audited while devices are at school during school hours. This data can be identified against specific user accounts and their device.

Students must not take photos or make video or audio recordings of any individual or group without the express written permission of each individual (including parent/carer consent for minors) being recorded and the permission of an appropriate staff member.

If a member of staff believes that a BYOD is being used in a manner that may impact the safety or wellbeing of the students or other persons, the school will address the matter with reference to applicable behaviour and management policies.

Where a school has grounds to suspect that a device contains data which breaches the Student Acceptable Use of Technology 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.

If a member of staff believes that a BYOD is being used inappropriately, including for any criminal activity or use that may affect the wellbeing of the students or another person, the staff member must confiscate the device and provide it to the school Principal or another appropriate person. In those circumstances, the school will consult with Student Wellbeing and/or Child Safety authorities as required.

Depending on the nature of any material that may be found on confiscated BYOD, school disciplinary action may be initiated or followed, including referral to police. The Principal or their delegate will refer a matter to the police where it considers there are reasonable grounds to do so.

Mobile use is not included in this BYOD policy. Students must adhere to the school's mobile phone policy (zero use) unless expressly permitted by a classroom teacher for a specific purpose inside the Stage 6 classroom.

This permission is never ongoing but only granted for a particular instance where it is deemed educationally appropriate or necessary.

6. BYOD Requirements and Support

All BYOD must meet a minimum standard. Equipment which does not meet minimum ICT-BYOD standards may not be given access to the school Wi-Fi network. The school's IT provider will identify devices that do not meet minimum standards at the commencement of each year, and during the Senior Years program. Parents and carers will be given guidance prior to the commencement of the program as to the minimum standard and updates supplied as necessary throughout the program.

Schools may direct a student to cease bringing a device to school which does not meet ICT-BYOD requirements.

Students and their parents or caregivers are solely responsible for the care and maintenance of BYOD including ensuring up to date anti-virus software.

Students/families are responsible for ensuring the operating system and all software on their device is legally and appropriately licensed.

The school will not provide hardware or technical support for BYOD.

School ICT support personnel will provide instructions for BYOD to connect to the wireless network, to the internet and to web browsers only.

TAWS will provide a wireless network with filtered internet connection to which BYOD may be connected.

ICT support personnel may provide limited 'other' technical support if it enables BYOD to access the wireless network, the internet and/or Chrome.

Students/families are responsible for managing the battery life of their device. They should ensure that their devices are fully charged before bringing them to school. TAWS is not responsible for (or restricted from) providing facilities for students to charge devices.

7. Loss and Damage of BYOD

Students should clearly label their device for identification purposes. Labels should be not easily removable. Students bring their devices to school at their own risk. TAWS will not be responsible for any loss, theft or damage to:

- a) the device
- b) any peripherals
- c) data stored on the device or peripherals; and/or,
- d) data stored on cloud services.

Students are responsible for any actions performed on their personal device. They will be held responsible for allowing any other person to use their credentials to access the internet or other online services.

Students and parents or caregivers should determine if the device requires insurance and or specific accidental loss or breakage insurance.

In the circumstances where a BYO Device is damaged by abuse or malicious intent by another student, the school's student behaviour management procedure will apply.

8. BYOD Purchasing, Warranty and Repairs

TAWS has no commercial arrangements with suppliers of ICT equipment for the purposes of BYOD purchases. Parents and carers are welcome to purchase devices from anywhere they wish.

TAWS cannot refer parents to offers that include financing of equipment through credit providers. The responsibility for all repairs or warranty claims lies with the student, parent or carer.



Purchasing a warranty for BYOD is the responsibility of the parent or caregiver.

The school will have a small number of school-owned loan devices that can be loaned to students during the school day for a short duration while their BYOD are being repaired.

9. Further Information

If you have any questions about this policy, please contact the Senior Years Coordinator at The Armidale Waldorf School.

The Student Acceptable Use of Technology Agreement is on the next page. Please sign and return it to the school.