



Harrisdale
primary

2020 - 2022

BYOD Program Information



96
PAGES

Contents



About BYO iPads
at Harrisdale PS



Responsibilities &
Maintenance



BYOD Strategic
Timeline



Social Media &
Privacy



Device
Purchasing &
Requirements



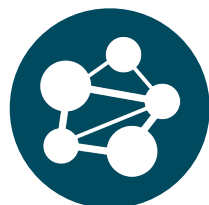
App Information



Device Setup



Frequently Asked
Questions



Mobile Device
Management



Technologies Usage
Agreements





About BYO iPads at Harrisdale PS

The 1:1 Bring Your Own iPad Program established at Harrisdale Primary School in 2017.

Students at Harrisdale Primary School currently have access to a range of Apple devices including MacBooks and iPads.

Our vision for integrating a 1:1 BYOD Program is to enhance learning through the use of readily available technology, allowing access to devices and catering for flexible learning opportunities. In developing this program, we strive to see an improved connection with home environments, readily available access for students to content at a hyper-personalised level and flexible learning opportunities.

This document provides you with thorough information regarding purchasing options and recommendations, as well as answers to questions you may have regarding the program. In addition, we have a parent information session in 2018 and opportunities as the 2019 year rolls out for parents to observe the implementation of the program, give feedback and ask questions.



BYOD Strategic Timeline



Year 4-6 established

Introduce ZuluDesk as the MDM system for School owned and BYO devices

Year 3 cohort join the program.

Increase devices available for students that do not have access to a personal device
Provide Additional support to new staff to the program

Consolidation of the Year 3-6 Program.

Look for opportunities to promote students' participation in the BYOD Program to the school and wide community.
Maximise uptake of BYOD across all year levels

BYOD Program Review Process & Directions

2019

2020

2021

2022



Device & Purchasing Requirements

Requirements

To ensure compatibility with the school system & classroom needs, we recommend the following devices:

- iPad (7th Gen - recommended)
- iPad (6th Gen)
- iPad (5th Gen)
- iPad Pro

Recommended Accessories

- Headphones
- Protective casing
- Stylus - recommendations include a generic stylus, Apple Pencil (1st or 2nd Gen as compatible with your device), or LogiTech Crayon.

+Apple Care

Apple Care can be purchased for a small additional cost and provides a warranty.

More information can be found here: <http://www.apple.com/au/support/products/>

Insurance

Insurance is an important consideration for the device your child brings to school. You can discuss insurance cover for the device with

your home and content provider and adding this item to your existing cover.

Purchasing (Winthrop Australia)

Harrisdale Primary School has partnered with Winthrop Australia, to provide iPads at a discount price to the parent community. Parents are not required to purchase their devices from Winthrop Australia, but doing so does offer the following benefits:

- discounted education pricing;
- optional two years AppleCare+ extended warranty;
- optional two years of insurance;
- service and insurance support;
- free shipping to your home address.

Some parents may wish to purchase devices as a Christmas present for their child before their child transitions to the new year level in 2020. Families wishing to take up this option may place an order online with **Winthrop Australia** at <https://sales.winaust.com.au/shop/harrisdaleps>

A login for Winthrop Australia portal has been created to minimise fraud. To access please enter:



Device Setup

As soon as you turn your iPad on the instructions will take you through the process of setup. At the beginning of the school year, new devices to the program will be collected by the school and the Zuludesk supervision profile will be added to the device which allows the school to add all the education apps for FREE. This process will wipe the device clean, so we do recommend that you don't add too much to new devices before sending them into school. A timeline for Zuludesk will be shared at the beginning of the school year.

It is important to note that you CANNOT restore a backup after Zuludesk has been added, so any files or photos should be saved to another device prior to the install.

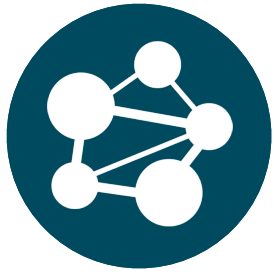
App & File Organisation

To organise iPads, please separate apps you use at home from those dedicated to school. We recommend establishing a 'school' page, with screens relating to the needs at school and establishing a 'home' page which has the apps your child uses at home.

Parental Controls

Once your child's device is setup with Supervision via the school's MDM, Zuludesk, Parents are provided access to the parent app that allows them to control apps, usage and be able to track the device at home.





What is Mobile Device Management?



Before you can join the MDM program

The process of joining the MDM program involves wiping the iPad. For this reason, you need to have a backup of your iPad. In addition to performing a backup, you will also need to ensure that "Find my iPad" is turned off on the iPad. If "Find my iPad" is still turned on, the school's technician will be unable to wipe the iPad and enrol it into the MDM program.

What to expect when your iPad is returned:

The iPad will have been wiped - so all apps and data will have been removed. We expect for this to occur in the first week of school. The student's iPad is wiped as part of the process of enrolling in the MDM program. This removes all settings, apps, and documents. After it is first turned on again you will see the standard Setup Assistant, with one notable change - You will be asked to allow Harrisdale PS to automatically configure your iPad. IT Support Staff at Harrisdale PS may have already done this step for you at school before the iPad is sent home, if it has not

been done however, please select "Apply configuration". If "Skip configuration" is selected, this will effectively opt out of joining the MDM program. You may re-configure the iPad as you like after this - including logging back into your own Apple ID, and downloading any of the apps you had previously purchased. Note however that being part of the MDM program means you do not need to use an Apple ID at all in order to use the apps that Harrisdale Primary School provides for you.

Some apps will install automatically when connected to WiFi Apps that Harrisdale Primary School has assigned to your student iPad will start installing automatically once the iPad is re-connected to WiFi. One of these apps that will automatically install is called "ZuluDesk Client". This app will allow you to install or remove any apps that are assigned to you.

ZuluDesk Client also runs in the background to allow the student's device to receive messages - and to inform the Zuludesk servers of the devices location. The first time Zuludesk Client is run, it will ask for permission to "Send You Notifications", and to "access your location". Please select Allow on both of these options to enable this functionality.

As the Parents or Guardians of the Student, you will receive an email containing the login details for Zuludesk Parent. Download the Zuludesk Parent app on any other device by searching for it on the apple App Store. Any settings you apply using Zuludesk Parent will only apply outside of school hours (before 8:20am and after 2:45pm on school days, and all day on weekends). During school hours, your student's teacher will have control over the iPad.



Responsibility & Maintenance

Home Responsibilities

- Charge iPad to at least 90% for each day.
- Ensure more frequent Automatic or Manual updates occur for apps and the device.

Classroom Responsibilities

- Students will manage academic work in a classroom workflow (storing work and submitting to Seesaw or iTunesU).
- Safe storage of the device in classrooms throughout the day.

Storage - Organise, Back Up and Removal. It is important to organise the iPad regularly to allow for updates and new work. For those who wish to keep certain photos, videos, documents etc here are a few options: 1. Backing up to iTunes on a computer or iCloud on the iPad <https://support.apple.com/en-lamr/HT203977>

Google Drive Students will backup and submit their academic work regularly through their classroom workflow. However, it is also important to clear and remove any photos or documents that are unused and no longer needed in order to free up space. <https://support.google.com/drive/answer/7070690?co=GENIE.Platform%3DiOS&hl=en>

Cleaning Your iPad Maintain the iPad screens and covers by cleaning on a Termly basis. Read the following link to get more information: <http://www.wikihow.com/Clean-Your-iPad>

Updating the Operating System and Apps The little red bubble with '1' written in it sits on the top of your 'Settings' app, meaning that your current operating system requires an update. In regards to the apps, if your iPad isn't setup to automatically update them then you need to go to the app store on the iPad and see if updates are required. Please make sure everything is up to date.



Social Media & Privacy

safety reasons as young children don't understand the dangers of cyber predators, and because younger children have not yet developed the good judgement to know what's okay to post and what is not. They are also exposed to adult content which can be suggestive or inappropriate. Cyberbullying is emerging as a pretty devastating and destructive outcome for young children as well.

With all of the above in mind, we have made a decision to **ban all social network/ social media/ chat room-type apps** from devices that will be used for learning at Harrisdale PS. We understand that some parents have used their parental discretion to allow their child to participate in social media at home, however at HPS this will not be permitted.

Devices that are brought to school for learning **must not** have the following apps-

Facebook	WhatsApp	LinkedIn
Twitter	Secret	Vine
Instagram	Pinterest	WeChat
Snapchat	Tumblr	Kik
	Reddit	Musical.ly

There are many more social networking sites, so we ask that you are aware of the sites students are accessing at home.

Please understand that these measures are in place to protect the students at Harrisdale PS. If your child is in the Year 3/4/5/6 Bring Your Own Device Program please ensure that these apps are deleted from your child's device that they bring to school. If found on devices at school, we will exercise our right to report prohibited accounts.

If you have concerns regarding your child's online safety, please access the Office of the Children's **eSafety Commissioner** at <https://www.esafety.gov.au/>

Social Media & Privacy

As per Department of Education (DoE) guidelines, Internet and Online Services provided to students will primarily be used for learning related activities and require informed parental consent, user agreements and appropriate management. DoE provides online services to students in public schools for learning related activities and strives to protect students from exposure to inappropriate online material and activities. Students engage in learning about ethical and safe use through online platforms. Lessons are consciously planned and implemented to enhance development of ICT skills and Digital Technologies understanding, in order to prepare them for an ever changing social, higher-education environment and future workforce. We encourage students and teachers to safely and ethically access the internet and email, use organisational tools and engage with resources to innovate and transform their teaching and learning.

Privacy

Staff, parents/carers and the community need to encourage students to be aware of the risks associated with some online activities and how to adopt protective online behaviour to protect them from exposure to inappropriate online material or activities, suggestions being:

- Keeping personal details private by using a nickname instead of a real name and always asking parents before giving out name, address or phone number online.
- Keeping usernames and passwords private.
- Mindfully posting online and being positively constructive in response to others. Once posted, a message can be difficult to remove.

Social Media

The **youngest age requirement for a social network is 13 years of age**, some are even older. Most social media sites set minimum age requirements. This is primarily for

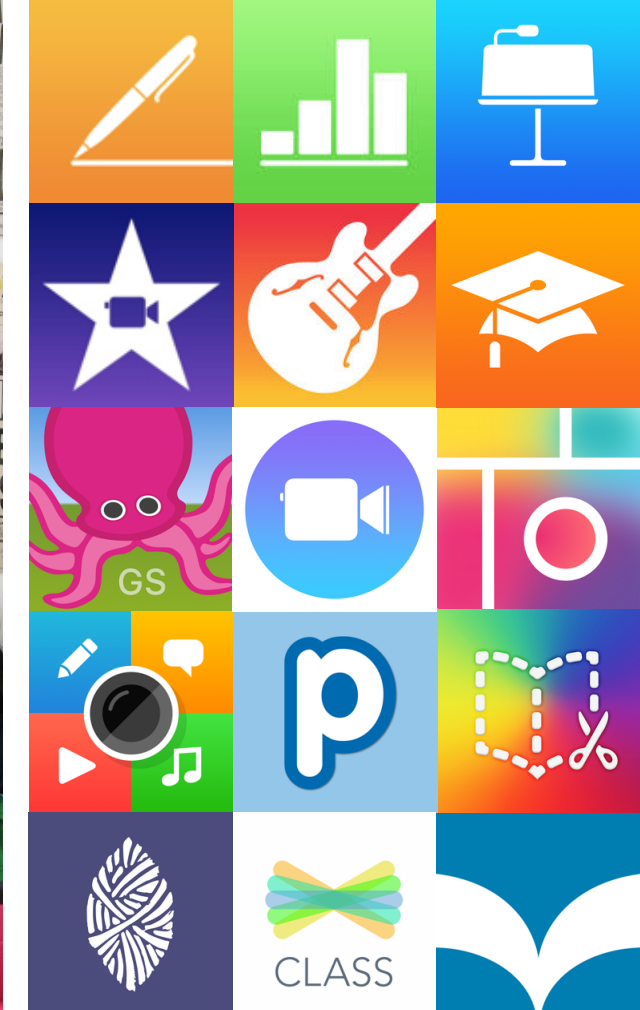
App List

All apps are provided at no cost to the student via the Zuludesk Student App following the enrolment and supervision of their device. This includes a number of paid apps that the school has assessed and feels are valuable to support student learning and creation.

The licences of these apps provided through Zuludesk are pushed out to the student devices remotely and then the device will be prompted to automatically download the apps when it next connects to a wifi connection. Parents **will not** need to access the app store or purchase any apps that are used as part of the BYOD Program.

On completion of Year 6, or upon leaving the school, Zuludesk will be revoked from the device along with any school owned app licences attached to that device.

Students and Parents are able to locate a full list (over 80) of the apps that the school can provide at no cost by opening you child's Zuludesk Student App on their device once it has been setup. Students are free to download any of these apps as they need them but are encouraged to do this at home as the home wifi network will be much faster.





Frequently Asked Questions

Which device will best meet our needs?

Our BYOD establishment team, through researching other schools, has identified the Apple iPad as the preferred device to support students learning.

Why that device?

The iPad and apps, allow our staff to expose students to learning that balances creativity with critical thinking in the enhancement of classroom experiences. The school currently has only Apple devices in classrooms and connected to our system.

What are the minimum device requirements?

We have identified the iPad (6th Generation) as the recommended device. For longevity of the device we also advise parents that earlier devices are not recommended as we cannot guarantee that they will be able to maintain required functionality over a three year period (considering device and app updates).

Will devices need to be insured and by whom?

Yes, it is highly recommended that devices are insured. This will be the responsibility of the parents. Please consider that devices may simply be added to most home insurance policies and this should still

cover them at school too. We suggest you discuss this with your insurance company directly.

Do other schools have 1:1 Programs?

Yes, an increasing number of primary schools are establishing one to one programs. We have researched schools who have successfully implemented programs and used their documentation to inform our own school planning.

Can parents choose to provide an alternate device?

No. To maximise program effectiveness a common device is essential. This allows teachers to develop common language and procedures to best support learning.





What is Mobile Device Management (MDM)?

Mobile device management allows the school to communicate with all devices enrolled in the program. This means the school can provide licences for apps to students, provide teachers and parents access to managing the device and how it is used.

Why does our device need to be supervised by Zuludesk (MDM)?

Supervision allows the MDM to communicate to devices and provide restrictions during school time if required. This allows teachers to manage all the devices in the classroom, while also allowing parents to manage the devices and apply restrictions remotely when the device is at home.

How will the internet be monitored?

Direct internet access will be monitored by individual classroom teachers. To support this, protections are also in place via the Department of Education while connected to the school Wi-Fi. These protections restrict students from accessing inappropriate websites.

Will students still learn to read and write?

Yes, reading and writing will still remain as the core foundations for learning. The introduction of devices simply provides more access to a range of resources to support this. It is important to note too, that devices will not be used for all learning.

How much time will students be spending on the iPad each day?

In respect to our 1:1 device program, students will have a fair distribution of activities in class time. Teachers will ensure planning includes breaks in lessons and active learning opportunities. Students will be taught about mindful usage of devices, which includes recognising balance and utilising varied digital and non-digital tools to demonstrate their learning.

How will devices be kept secure when at school?

Devices will be stored in a central location in the classroom when not in use. Classrooms will remain locked when unattended.



What happens if parents are not able to afford an iPad for their child?

In the event that parents are unable to supply a device, some school devices will be accessible to each class. It is important to note though, that while we will endeavour to meet the needs of every child we cannot guarantee one to one access at all times (students may have to share devices).

Who is responsible for maintaining devices?

Apple devices need to be updated regularly. This will need to be managed by parents at home. Parents will

be responsible for downloading and updating all apps identified for school use. Maintenance of devices will also include charging as it will not be possible to do in class. A responsibility cycle is available in the BYOD Parent Booklet.

Will there be any limitations on what parents are expected to spend on additional apps?

All school based apps will be provided to students free of charge. They will have access to these and can continue to use these as long as they remain at Harrisdale PS. There will be no additional expenses to parents unless they choose to purchase apps.

Where should parents go to purchase devices?

Harrisdale PS has partnered with Winthrop Australia to provide parents one easy source for purchasing devices, accessories and support/insurance. However, Parents are able to choose to source devices from wherever they can find the best deal.

Which accessories will students require with their device?

We strongly recommend all parents purchase a heavy-duty protective case for their device. Students will also be required to use headphones at times and are welcome to use their own. All accessories must be labelled to clearly identify your child's name.

What will happen if a student is not using the device appropriately?

All students must sign the responsible user agreement included with the BYOD Parent Booklet. If they are not meeting the requirements of this agreement their access to using their device and/or the school network may be restricted for a period of time.

What is the life expectancy of the devices?

The life expectancy of the iPad (as determined by the warranty) is two years. However, we can confidently say that the device should last the three or more years of Primary schooling without needing to be replaced.





Technologies Usage Agreements

Please read all documents below prior to signing the BYO iPad permission form.



[Usage Agreement: Online Services \(Parent\)](#)



[Usage Agreement: Online Services \(Student\)](#)



[Third Party App Agreement](#)



[Permission - BYO iPad Program](#)





2020 BYO iPad Program Agreement

The below document outlines key documents that students require consent for to participate in the BYO iPad Program. Please read all information carefully, before signing the single page document below.

I _____, as parent of _____
(full parent/guardian name) (full student name)

have read, understand and accept the following agreements which form consent for my child to participate in the BYO iPad Program from Year 3-6.

_____ (initial) **BYO Insurance**

I have made arrangements for my child's iPad to be covered by my insurance policy and I understand private insurance is my only option for any damage which may occur.

I have clearly identified my child's iPad by labelling their iPad and cover with their name, as well as any accessories I have purchased.

_____ (initial) **Zuludesk Mobile Device Management**

Zuludesk, a Mobile Device Management system (MDM), for managing apps and student devices whilst on school grounds. Through this platform the school can manage: Student devices, Apps, Content and setting restrictions. More information and the app for parents is available via: <https://parent.zuludesk.com/>

_____ (initial) **Usage Agreement (Online Services - Parent and Student)**

Please note that this agreement is also signed at enrolment.
I have read, understood and accept this agreement.

_____ (initial) **Third Party App Agreement**

I have read, understood and accept this agreement.

My iPad serial number is: _____

Parent or Guardian Full Name: _____

Student name: _____

Classroom: _____ Year Level: _____

Signed _____ Date _____