



Learning Technologies User Rights and Responsibilities Agreement

(Required for all enrolling students K - 12)

Dear Parent / Caregiver

As Catholic educators, our primary goal is to educate the students in our care and ensure they are kept safe and protected, while engaging with learning technologies in contemporary learning environments.

At St John XXIII Catholic College, we acknowledge and value the critical role technology plays in supporting learning and teaching and strive to embed appropriate technologies within contemporary pedagogies.

The provision of a technologically rich environment allows teachers to access a greater variety of tools to enhance their teaching. It supports our key educational aim of developing innovative and engaging teaching strategies to facilitate authentic learning for our students.

Learning technologies and resources are available to all staff and students of St John XXIII Catholic College. The College network is used to facilitate curriculum related information gathering and communication within the College. The smooth operation of the College network relies on the proper conduct of the users who must adhere to the following agreement and strive to become responsible digital citizens.

The Catholic Education Office Parramatta Diocese (CEDP) in conjunction with the Catholic Education Network (CENet) provides the network infrastructure for connecting devices and all students from Kindergarten to Year 12 with a user login account for:

- “Google Docs for Education” suite of online tools known within the Diocese as “classm8”. This includes Google Drive (Online Storage) and an email address (username@parrastu.catholic.edu.au)
- Internet access through the Diocesan Internet filtering service “Zscaler”. Parents must note, the Internet filtering rules on your device will **not** apply outside the CEDP network. e.g. at home or public Wi-Fi “Hotspot” locations.

The access and resources provided to students will be used to:

- Instil in our Learners a strong command of information technologies with a focus on digital citizenship.
- Facilitate collaborative learning experiences among teachers and students through electronically based educational projects.



Access and Use of College ICT Services and Facilities

The following policies apply to any BYODD College owned technology connected to the CEDP network.

- CEDP acceptable use policies found at: <http://www.parra.catholic.edu.au/policy-central> under the Technology tab.
- While CEDP respects your right to privacy, student use of ICT on the CEDP network is subject to supervision and monitoring to ensure responsible use.
- St John XXIII Catholic College and or CEDP reserves the right to change the *Learning Technologies User Rights and Responsibilities Agreement* at any time with notice to be provided to parents by the College.

Before any personal device is brought onto the College grounds

Parents must agree to the following:

- Students are responsible for their own device while at school.
- Devices are to be clearly labelled for easy identification. The College recommends the use of an appropriate protective case at all times.
- Devices are to be brought to school every day. Teachers will inform students on any days that the device will not be required such as swimming carnivals and other special event days.
- Devices are not to be left at school overnight.
- Students are only permitted to use their devices at school during supervised learning time. Devices are not permitted on the playground at any time.
- Ensure the device's battery is charged each night before a school day.
- Devices are primarily used for educational purposes.
- Parents are responsible for the acceptable use of the device at home by the student.
- Ensure the “**Student Responsibilities and Conditions of Use**” Section of this agreement has been read by the student.

Software and Applications

- Parents agree to install or allow College ICT Technical support staff, to install any device management tools required for connecting to the CEDP network.
- Parents agree to install or allow College ICT Technical support staff to install any software applications required solely for educational purposes.
- Should the College require parents to install any application, notification will be provided in writing.
- College owned software or management tools are to remain on the device until such time as they are deemed surplus to educational requirements.



- All tools and College owned software will be removed should the student leave or graduate from the College.

Student Responsibilities and Conditions of Use

I agree to accept the following rules must be followed when using digital devices, Internet, email and the CEDP network at St John XXIII Catholic College.

I Agree to abide by the Learning Technologies User Rights and Responsibilities Agreement:

- The proper use of email and Internet access is the sole responsibility of the students at all times.
- I will not provide my CEDP password to another student or allow another student to use my school account.
- The College is not responsible for my use of technology or the Internet at home. My family will monitor my use of the technology during all out of school hours.
- I will backup the data on my device at home on a weekly basis. The College is not responsible for lost data.
- Devices are not to be left at school overnight.
- I will ensure the device's battery is charged each night before a school day.
- The College IT Technicians will ensure reliable connection to the CEDP Network and resources.
- The College IT Technicians may provide software support or "How to" assistance for device and software.
- I will be ethical and responsible when using online resources such as email, Google Classroom and the Internet.
- I will only comment on my own and other's work in a respectful and constructive manner.
- If photographing or filming a subject (student or staff member), I will obtain permission from the subject before taking photos or film for the purpose directed by the teacher.
- I will use the CEDP network and school account to store and share my files that are only of an educational nature.



I Understand:

The following (but not limited to) incidents will result in loss of access privileges, parent contact or more serious consequences, which may include the involvement of appropriate external authorities.

- The use of inappropriate language that may be offensive to other users.
- Using technology to harass, attack or menace another user, i.e. "Cyber Bullying".
- Sending or posting false information about a person, group or organisation that might injure the reputation of the person, group or organisation on social media or collaborative sites, e.g., Facebook, Google Classroom, etc.
- Breaching Australian Copyright law by using the CEDP network to download and or distribute illegally acquired movies, TV programs, music or computer applications.
- Vandalism, theft or any attempt to harm or destroy the device or data of another user.
- Attempt or use technology, software and or techniques to bypass security measures or "Hacking", for the purpose of disrupting or gaining unauthorised access to the CEDP network, CEDP Network devices or another user's device.
- The copying or distribution of unauthorised data stored on the CEDP network or another user's device
- Possession or distribution of inappropriate images, video or other media.
- Use of the device contrary to the direction of a class teacher or College staff member. e.g., playing games, instant messaging "online chat", etc. in class time.

Student Agreement

I understand that if I breach this agreement it may result in appropriate disciplinary action. Actions deemed as inappropriate and identified within this agreement, but not limited to in the St John XXIII Catholic College Technologies User Rights and Responsibilities Agreement.

Student Signature

Student Name

Date



College based IT Support

- College IT technicians may complete “basic” hardware checks if requested by a student while at school. Students will be notified if a parent is required to further action.
- The College IT technicians may provide software support or “How To” assistance for device hardware and software.
- The College IT technicians will ensure reliable connection to the CEDP Network and resources.
- Any College owned Software or Applications are made ready for parents to download to the BYODD device as needed.

Parent Agreement

- It is the responsibility of the family to have the device assessed for faults or damage by a service centre of their choice.
- Any costs relating to the assessment or repair of the device is the sole responsibility of the family
- I have read, understood and discussed with my child, the regulations contained within the Learning Technologies User Rights and Responsibilities Agreement.
- I acknowledge that the school will not be held liable for any data loss, damage to, or theft of, the device or accessories as a result of this decision.

Parent/Guardian Signature

Parent/Guardian Name

Date



BYOD Device Requirements

Years 3, 4, 5 & 6 BYOD iPad Program

The school will be supporting

- iPads released from 2015 (TBC) onward.
 - iPad Air 3 (2019)
 - iPad 5th Generation (2017)
 - iPad 6th Generation (2018)
 - iPad 7th Generation (2019)
 - iPad Pro (All Models)
- Must be **AT LEAST** updated to iOS/iPadOS 13 or above. But **RECOMMENDED** iOS/iPadOS 14 for the best app compatibility.
- Cellular capabilities are not required for school use as they will be connected through WiFi.
- At least 32GB of Storage
- **iPad Mini will not be supported.**
- iPad Air 2nd Gens are still supported but are only recommended if no other options are available as apps are starting to lose support

Other Considerations

- A tough, sturdy cover/case in the event the device is dropped
- Light enough for your child to carry each day
- Durability of the device
- Insurance in the event the device is broken or lost
- Extra warranty to reduce future possible repair costs such as Applecare +
- Optional external keyboard recommended

Where to Purchase a Device

If Purchasing a new iPad for your child the Catholic Education Diocese of Parramatta has established a purchase portal at the following URL
byod.parra.catholic.edu.au

Technical Support

- The College ICT Team will assist students with technical difficulties they may experience.
- Once the student commences the device will be enrolled into our management system which will provide the device access to WiFi services.



BYOD Device Requirements

Year 7 to 12 BYOD Laptop Program

The school will be supporting

- MacBook Air's from 2014 and above
- MacBook Pro's from 2014 and above
- MacBook's from 2015 and above
- They will need to be updated to OS X 10.15 and above
- Windows Devices will not be supported.

Other Considerations

- A tough, sturdy cover/case in the event the device is dropped
- Light enough for your child to carry each day
- Durability of the device
- Insurance in the event the device is broken or lost
- Extra warranty to reduce future possible repair costs

Where to Purchase a Device

If purchasing a new Laptop for your child the Catholic Education Diocese of Parramatta has established a purchase portal at the following URL

byod.parra.catholic.edu.au

Technical Support

- The College ICT Team will assist students with technical difficulties they may experience.
- Once the student commences the device will be enrolled into our management system which will provide the device access to WiFi services.