



Tarneit Rise
Primary School

2025



School network student code of conduct
and bring your own device policy

CODE OF CONDUCT

The following guidelines apply to all students:

- Students must have parental/guardian permission to access the school network,
- Parents on behalf of students must sign this agreement about network responsibilities, online access, and bringing their device prior to using the school network,
- Users should not expect that files stored on the school's computer servers will always be private.

Students are permitted to:

- Use and enjoy the school network as widely as possible to enhance learning. Note that the school's computer resources are for educational purposes only,
- Students are to use their devices respectfully and responsibly,
- Students must follow the teachers directions about how and when to use the devices,
- Educational purposes means that students are only permitted to use the BYOD devices at school for:
 - Completing class work, assignments, work requirements, projects, NAPLAN,
 - Research the online resources for material to complete schoolwork,
 - Undertaking any other educational tasks as directed by a teacher.

Specifically, the following actions are not permitted:

- Giving passwords to another student, using other users' passwords, or trespassing in other's folders, work, or files,
- Using the device at any time without the teacher's permission and supervision,
- Using email and chat programs other than those authorised by the school,
- Unauthorised downloading of material from the internet. This means that students may only download material required for educational purposes as instructed by staff,
- Sending or displaying offensive or inappropriate messages or pictures; using obscene language; harassing, insulting, or attacking others,
- Disrespect of others' privacy and intellectual property.

(Note that this list is not exhaustive, the overriding rule is that students are not permitted to use the devices or internet resources for any purpose, other than those outlined above for educational purposes.)

Note:

The school network has audit trails. This means that student files and network activity are monitored, regularly for any breach of this policy. Such breaches are reported to a member of the principal team, System Administrators must be notified of security problems that must not be demonstrated to other users.

BYOD POLICY

Tarneit Rise Primary School aims to provide students with the opportunity for more personalised learning by having access to digital technology at school. With the privilege of using their device at school, comes the responsibility to use the technology in a manner that is in keeping with our core values.

Students and families need to understand:

1. Network and internet access

All content including but not limited to files, photos, videos, and music must remain appropriate, as deemed by the school, always. The school retains the right to review the content of any device registered under this agreement. Content accessed through the internet will be subject to monitoring and filtering.

2. Power to recharge

Devices should arrive at the school fully charged as the school will not provide charging facilities.

3. Technical support

As the device is neither owned nor managed by the school, the school can only provide limited technical support.

4. Insurance and liability

It is strongly recommended that parents ensure their child's device for loss or damage. The school accepts no responsibility for the loss or damage of the device. Personal devices are not covered by school property insurance.

5. Responsible use

The device must be used for educational purposes and by the acceptable use policy and other school rules.

Any use of a device deemed inappropriate by the school may result in the withdrawal of BYOD privileges and other consequences as deemed appropriate by the school.

6. Hardware and Software requirements

The school prescribes minimum technical specifications for devices permitted under the BYOD policy.

These requirements are subject to change from year to year. The minimum specifications for devices are outlined in the section *Minimum Specifications for BYOD Devices*.

7. School Profile

The device will be enrolled as an "institutional owned device" when it is in use at school, meaning the school has management controls to lock the device, update the inventory, clear passcodes and to renew or add applications to the profile, with the purpose of ensuring online safety and to compliment the planned curriculum.

8. Facetime and Messaging

Students will be required to have Facetime and Messages turned off on their iPads when they are on school premises.

CYBERSAFETY, RESPONSIBLE ONLINE BEHAVIOUR, AND ACCEPTABLE USE

Tarneit Rise Primary School uses the school intranet, internet, and digital technologies as teaching and learning tools. We see the internet and digital technologies as valuable resources but acknowledge they must be used responsibly. Parents/carers should be aware that the nature of the internet is such that full protection from inappropriate content can never be guaranteed.

At Tarneit Rise Primary School we:

- have policies in place that outline the values of the school and expected behaviours when students use digital technology and the internet,
- provide a filtered internet service,
- provide access to the Department of Education and Training search engine Connect www.education.vic.gov.au/primary which can be used to direct students to websites that have been teacher recommended and reviewed,
- provide supervision and direction in online activities and when using digital technologies for learning,
- support students in developing digital literacy skills,
- use mobile technologies for educational purposes (e.g., podcasts or photos from excursions),
- provide support to parents/carers to understand this agreement (e.g., language support),
- provide support to parents/carers through information evenings and through the information in this booklet for parents to keep at home,
- work with students to outline and reinforce the expected behaviours when working in a digital environment,
- do not disclose personal and sensitive information for non-school purposes or without parental consent,
- Safe and responsible behaviour is explicitly taught at our school and parents/carers are requested to reinforce this behaviour at home. Any illegal online activities will be reported to the police.

Minimum Specifications for BYOD Devices

Below is the list of minimum specifications (standards) that must be met for a device to be connected to the school network. If you are unsure about the specifications of your device, contact our IT department which may be able to help identify if your device is suitable.

Permitted Devices and Minimum Requirements

At TRPS, our apps are supporting only the IOS operating system, which means we are only allowing Apple IPAD for the BYOD program.

Please ensure your provided iPad is a part of the below generations so it works with our network:

- **iPad** (7th Generation and later)
- **iPad Pro** (11" 1st generation and later, 12.9" 3rd generation and later, 13" 7th generation)
- **iPad Air** (3rd Generation and later)
- **iPad mini** (5th Generation and later)

USER AGREEMENT AND PERMISSION FORM

The Tarneit Rise Primary School Network Student code of conduct and BYOD User Agreement applies during school, school excursions, camps, and extracurricular activities. The User Agreement must be signed and provided to the school along with initial enrolment forms.

About this User Agreement

This document has been developed to assist the school community in understanding the school policy regarding the Network Student Code of Conduct, BYOD, and other digital technologies.

Parents/carers and students should carefully read through this booklet before signing the User Agreement and Permission forms.

Scan the QR Code below to access the digital permission and BYOD code of Conduct form



PLEASE COMPLETE ONLINE, THE SCHOOL WILL RECEIVE A RECORD OF THE FINALISED FORM WHEN COMPLETED

