BRING YOUR OWN DEVICE PROGRAM 2027

FOREST HILL COLLEGE

TABLE OF CONTENTS

01 Welcome to Forest Hill College's 21st Century Learning Environment

02 The Responsibility and Expectations of Digital Citizenship

03 Purchasing a New Device

04 Edunet Portal

05 Currently Owned BYO Devices

06 Student Resonsibilities

08 Frequently Asked Questions

WELCOME TO FOREST HILL COLLEGE'S 21st CENTURY LEARNING ENVIRONMENT

We live in a world of rapid change, and at Forest Hill College we recognise the important role digital technology is playing in this change. It is essential that we provide a learning environment in which digital literacy and citizenship skills are developed, so our students can fully engage with their world both now and into the future. Our Bring Your Own Device (BYOD) Program is at the heart of this philosophy and, therefore, all students at the College are expected to bring a personal digital device with them to all classes.

In this century, the key to success lies in being able to adapt to change and innovate. It lies in being able to communicate effectively, solve problems and self-regulate, and being able to use technology to create new knowledge. The BYOD program provides our students with opportunities to develop these skills and the College has worked over a number of years to develop a whole-school shared approach aimed at embedding the teaching of these skills across all Learning Areas.

As well as providing access to learning "anytime and anywhere" and giving students opportunities to build their digital literacy, technology also brings with it the potential to significantly enhance learning outcomes for students across the curriculum. Easier and more immediate communication options, better ways of providing feedback, easier options for delivering tailored curriculum for individual students and enhanced methods for conveying knowledge and practicing skills all contribute to improving the learning environment.

The concept of a BYOD program, rather than a 1:1 device program, is that students have the opportunity to select a device, or continue using a device, that best suits their needs without imposing additional expenses on families. We believe this allows students to fully engage with the technology and develop their self-regulation skills.
Self-regulation is also of key importance when it comes to the responsible use and care of digital devices. In this document are outlined clear expectations related to students' digital citizenship and safe use of devices at school. These are also expanded upon in our digital citizenship curriculum at year 7 and 8.

I encourage you to spend time carefully reading this document, taking particular note of the minimum specifications for devices before you make any purchases.
Please feel free to contact the College if you would like any more information about this program.

Nicky Buckingham
Principal

THE RESPONSIBILITY AND EXPECTATIONS OF DIGITAL CITIZENSHIP

'Digital citizenship is being able to think critically and make ethical choices about the content and impact on oneself, others, and one's community of what one sees, says and produces with media, devices and technologies in online environments.'

It is the expectation that students will be responsible digital citizens when participating in the BYOD program, using the College ICT and their home or other mobile devices. Students will be supported in developing their digital citizenship through understanding the ethical, cultural and societal issues related to Information and Communication Technologies. Students will practice responsible use of ICT and develop positive attitudes towards ICT that foster lifelong learning, personal growth, collaboration and productivity.

The 'Digital Learning Policy' clearly outlines our expectations of students, staff and the community when using technology within the College and on all College related excursions and events.

Further resources to support students and families can be found at: https://esafety.gov.au/

PURCHASING A NEW DEVICE

As a guide to parents, the specifications to consider when purchasing a new computer to meet students' educational needs are:

- The latest operating system - Windows 11 (no S Mode) or higher
- Screen 11" or larger
- 8GB RAM or higher
- 128 GB storage or higher
- Keyboard
- Ability to connect wirelessly to the College network
- Sufficient battery life for the school day
- Lightweight, portable and compatible with school locker storage space
- Small protective bag for protection of the computer whilst in transit between classes and to and from school. The device cover should also be clearly labelled with the student's name and home group.

The following devices are **NOT** supported:

- Android Devices
- Chromebooks
- iPads
- Apple Devices

PURCHASING OPTIONS

When purchasing a computer, it is a good idea to show the minimum specifications above to the supplier so they can provide guidance as to the suitability of different devices and also warranty/repair conditions

We strongly advise against the purchase of highly priced devices for use at school.

EDUNET

The College has partnered with Edunet to make your purchase easier. The benefit of using this portal is that you are provided with options that have been approved by our College, with all device requirements met. Edunet supports all devices purchased with onsite warranty and insurance support.

To access the Edunet Portal, head to: http://fhc.technologyportal.com.au

All devices will be delivered to Forest Hill College and available for pickup by students on the first day of Term 1. The parent portal will be open for orders from the 11 August, 2026.

To ensure your students device is delivered in time for their first day, the cut off date is 5 January, 2027.

Insurance options are available via Edunet and is recommended to be added to your device.

PURCHASING YOUR OWN DEVICE

You can also purchase your own device from your preferred retailer. If you decide to take this option, you need to ensure you investigate the warranty and repair options provided by the retailer and manufacturer, as these differ significantly. You also need to ensure the device meets the minimum requirements of the College and is robust enough for the school environment.

WARRANTY

We highly recommend that you research your consumer rights when it comes to warranties for devices, especially before purchasing any extended warranties offered by retailers. The Australian Competition and Consumer Commission has information and advice on their website at: https://www.accc.gov.au/consumers/consumer-rights-guarantees/warranties

CURRENTLY OWNED BYOD DEVICES

If you wish to use a device you already own, you will need to ensure it meets the following requirements. We recommend you discuss your machine's specifications with your retailer prior to upgrading a device to the recommended specifications to ensure it is suitable.

- Any laptop, notebook, netbook or hybrid tablet device equipped with **Windows 11 (No S Mode)**
- Screen 11" or larger
- 8GB of RAM
- 128GB of Storage or higher
- Keyboard
- Ability to connect wirelessly to the College network
- Sufficient battery life for the school day
- Lightweight, portable and compatible with school locker storage space
- Small protective bag for protection of the computer whilst in transit between classes and to and from school. The device cover should also be clearly labelled with the student's name and home group.

The following devices are **NOT** supported:

- Any device over three years old
- Smartphones
- Android Devices
- Chromebooks
- iPads
- Apple Devices

INSURANCE & REPAIRS

If you purchase insurance through Edunet, you are covered for accidental loss and accidental damage. More details are provided through the parent portal.

For any purchase that are not made through Edunet, we strongly advise that you check your personal insurance coverage to ensure your insurance company covers your child's device. The college does not have devices for borrowing in the case that repairs are needed for a BYO device, so you will need to find a replacement device if repairs will take a significant period of time.

STUDENT RESPONSIBILITIES

Students responsibilities for their device:

- Students will be responsible for the care and maintenance of their device. The College takes no responsibility for any damage or loss of a student's device. Parents are advised to ensure the device is covered under their home insurance.
- Students need to have their device password and/or security (e.g., fingerprint) protected so that no other student can access the computer. Passwords must not be shared and the device is never to be lent to another student.
- Students must regularly backup their data at home to another data storage device such as the School provided OneDrive.
- Students are to ensure their device is fully charged prior to the start of each school day.
- The device must be carried in a protective cover at all times and stored safely in the student locker when not in class use. Both the device and the cover/bag should be clearly labelled with the student name, ID and form group.
- Students are not to use their device outside of buildings unless under the supervision of a teacher.
- Travelling to and from school, the device must be transported safely in an appropriate protective cover in their school bag.
- The personal device and school network and internet is to be used only for educational purposes while at school.
- Students are not permitted to play games unless instructed to do so by a teacher for educational purposes. These games must be rated PG or lower.
- Students are to ensure that non-educational material (e.g. music, movies, games) stored on their device does not limit the capacity of their device to store school-related material.
- Students must not access streaming music or video sites or apps (such as YouTube) unless instructed to do so by a teacher for educational purposes.
- Individual students are responsible for their own devices and should ensure that they take care of it at all times. Personal devices should not be left unsecured where other students can gain access to them.

STUDENT RESPONSIBILITIES

- Students must be respectful of other students' property and privacy at all times. They must not share user names or passwords with anyone or interfere with another student's device.
- When using their computers, students must at all times abide by the College Digital Citizenship Policy. Any breaches of policy will incur disciplinary action.
- On days of sporting competitions or excursions, students should leave their devices at home.
- Students are responsible for ensuring all software has been legally acquired and licensed for use, including the operating system. Any jailbroken device or devices found with illegally acquired software will not be permitted.
- Students must not use malicious, external or 3rd party internet routing services at school, use of such services results in a breach of the Internet and content control guidelines set by the Department of Education and Training.
- It is preferred by the college that parental controls/restrictions are not set on the device as this will prevent the college from adding printers and software onto the device that may be required for classes the student is undertaking.

FREQUENTLY ASKED QUESTIONS

WHAT TYPE OF MACHINE CAN I USE?

Any device that is running at least Windows 11 as the base operating system and has a screen that is no smaller than 11 inches will be suitable. If the device is a hybrid-tablet, it must have a keyboard and it must have sufficient battery life for the school day.

WHAT WILL THE SCHOOL SUPPORT?

Forest Hill College will support you to connect your device to the network, internet and cloud storage. The College will also provide access to Office 365. This can only be done if your machine is fully functioning and meets the minimum specifications.

WHO DO I SEE ABOUT WARRANTY, INSURANCE AND SOFTWARE PROBLEMS?

- Warranty - If device was purchased through EduNet, please contact College IT Technician. Otherwise, contact the provider where you have purchased the device.
- Insurance - If device is purchased through Edunet and you have added insurance, please contact the College IT Technician. Without this option, it is recommended that you contact your house/contents insurer to ensure the device is covered.
- Software and Operating System - software (other than that directly provided by the College) and the device's Operating System is the responsibility of the owner and should be referred to a computer specialist outside of the school.

CAN I CHARGE MY DEVICE AT SCHOOL?

It is expected that all devices come to school fully charged each day as there is very limited access to power and only devices that have been tested and tagged are permitted to be plugged in at school.

WHAT SOFTWARE DO I NEED TO INSTALL?

The College provides a license for Office 365 (Word, PowerPoint, Excel, OneNote, Teams etc.) and the complete Adobe suite (PDF, Video Editing, Photoshop) for the period you are enrolled. Students will be shown how to install it during the first day of school.

Students may also be expected to purchase subscriptions to software in lieu of some texts. Parents will be notified early in the year about the procedure for this.

All other software required is free, shareware or provided through the Department of Education and Training, except in a small number of senior subjects that require specific software. Parents will be notified where this is the case.

DO I NEED AN ANTI-VIRUS AND ANTI-MALWARE PROGRAM?

No, Anti-virus is provided by the college. We offer Microsoft 365 Defender to both platforms.

FREQUENTLY ASKED QUESTIONS

WILL CONNECTING MY DEVICE TO THE COLLEGE NETWORK IMPACT ON MY HOME NETWORK CONNECTION?

The connection process to the College network will not impact your home network connection.

WHO IS RESPONSIBLE FOR BACKING UP MY DATA AND WHERE DO I BACK UP TO?

It is the student's responsibility to keep regular backups, and this is reflected in the College's Effective Learning Behaviours. We recommend students are using the OneDrive account provided by the College to back-up any work completed for school in addition to using external hard-drives or flash drives.

HOW MANY DEVICES CAN I HAVE CONNECTED TO THE NETWORK?

Only one device per student can be connected to the College network. This device cannot be a smartphone, and additional devices are not supported. Should you need to replace this device, the new one can be connected, however the old one will no longer function in the school.