

2020

# BYOx & HotSwap

*A modern education through online learning*



# 100% Device Use

Park Ridge SHS ambitions

Park Ridge State High School believes that having a reliable device and internet access opens a world of opportunity for students to learn.

Our purpose as a school is to prepare students for their future careers and employment pathways, giving them the best chance of success focusing on building 21<sup>st</sup> century skills for the jobs of the future.

To prepare our students we must be teaching them the skills they will need to find successful careers into their future.

ICT skills are critical in our student's future success.

*"We need technology in every classroom and in every student and teacher's hand, because it is the pen and paper of our time."*

*- David Warlick*

# Park Ridge SHS is a *'Bring Your Own Device'* school

## **BYOx Requirements**

Student and school responsibilities

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# Responsibilities

## Students

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Every student at Park Ridge SHS must:

- Buy, hire or loan a personal computer device for school
- Bring the device to school every day
- Make sure the battery is fully charged & in 'battery saver' mode
- Use their device as directed by staff for learning activities
- If students need an emergency loan (HotSwap) device, they need to organise this in their own time before school. IT help desk opens from 8.00am.

## School

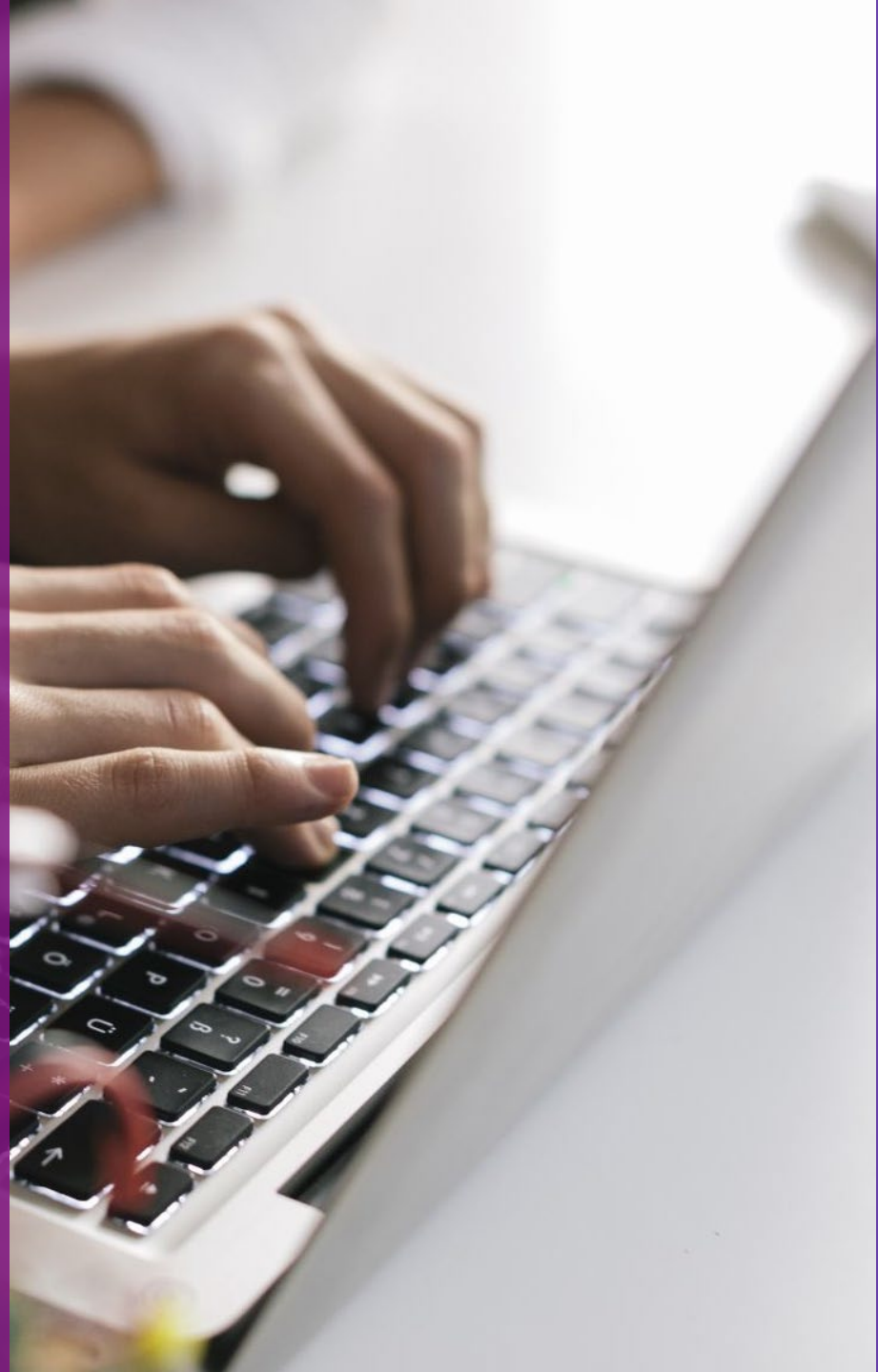
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Park Ridge SHS has a responsibility to support every student to have a device. We do this by providing the following:

- Guidance on buying suitable devices (buying guides, BYOD information evenings, newsletters, Y7 interviews)
- Create purchasing portals from reliable manufacturers and vendors
- Hire devices at an affordable cost (paid per term)
- Free scholarship devices to students and families who require financial assistance

# What if a student forgets their device or it's flat or damaged?

The HotSwap system is a *safety net* to provide students with a reliable device each day.



Students at Park Ridge SHS are responsible for arriving to class *'ready to learn'*

# HotSwap System

Details and processes

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# How the HotSwap system works

## The daily process

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Students without their device must do the following:

- Collect a HotSwap loan device from the IT Help Desk before school (last student in queue 8:55am – warning bell)
- Turn up to Form class with their device and use the device throughout the day as normal.
- Upload saved work to their OneDrive.
- Return the device to the IT Help Desk after 3:00pm (final bell). Students should not leave class early to return devices.
- Hand their device to the staff at the IT Help Desk. Do not leave it on the counter unattended.

## Longer loan devices

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If a student's device is being repaired, they can ask for a **two-week loan** device, so they don't need to borrow and return each morning and afternoon.

Students can also take these devices home once an **EQ11 form** has been signed by both the student and parent.

If the device being repaired is delayed, students can extend their hire for an extra week at no cost.

# When and why consequences apply

## The consequence + when it applies

Students are asked to present their device for the day during form class to ensure they are 'ready to learn'.

Students who do not have a device without a note will be assigned a **20-minute detention** by their teacher.

On Assembly days, this check is usually performed by the Period 1 teacher.

After notices are read out, the student is sent to the IT Help Desk (with a signed note in their organiser) to borrow a device before going to Period 1.

This BYOx detentions occurs at 1<sup>st</sup> break daily in the Engagement Hub.

## Why this consequence is applied

Students are **never** given a detention if they forget their device, have a flat battery or their device is being repaired (we understand mistakes and issues can happen).

However, they are responsible for being at class on time and ready to learn (with a charged device).

- This means using the time *before* school to loan a device and *after* school to return it.
- No student should be leaving their class during lesson time to organise a device – students learn to value this time!

**Consequences only apply when students choose to use class time instead of their own time to get a device for the day.**



# Helping students build positive values in their learning

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## Improved workflow

Having the same device each day allows students to streamline their workflow.



## Better prepared

Students learn to plan their resources ahead of time to support their learning



## Class time is valued

HotSwap outside class time means students have more face-2-face learning



## 100% device target

Each student with a device unlocks new experiences, benefiting all students



## Time management

Protecting class time develops good habits in using personal time effectively



## Targeted Support

Each BYOx & HotSwap policy helps students when they need it most.



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*Every student. Every lesson.*

BYOx & HotSwap

