PARKDALE SECONDARY COLLEGE

BYOD Program Information

Parkdale Secondary College operates a BYOD (Bring Your Own Device) program. This program requires students to bring their own device to school for educational use in the classroom with the guidelines specified below. All students are welcome to approach the IT Department for any ICT related issues. We are located near the library in the main admin building.

Our ICT Philosophy

The Information and Communications Technologies (ICT) philosophy at Parkdale Secondary College recognises that in a digital age, and with rapid and continuing changes in the ways that people share, use, develop and communicate with ICT, young people need to be highly skilled in its use. To participate in a knowledge-based economy and to be empowered within a technologically sophisticated society now and into the future, students at Parkdale Secondary College will be equipped with the knowledge, skills, and confidence to make ICT work for them at school, at home, at work and in their communities.

You CAN....

- Download any programs, apps or games that are offered on the eduSTAR catalogue/Go PSC! while at school.
- Listen to locally saved music or play games (rated G) legally. Anything rated higher than G must not be viewed, listened to or shared whilst on College grounds.
- Use the camera or microphone when instructed by a teacher or staff member.
- Use your laptop in the library during lunchtimes.
- Browse the web and send email. **NOTE: Everything on the PSC network is recorded**.
- Label the laptop (engraving your name would be ideal).

You CANNOT…

- Use the laptop to illegally download or view content such as movies, music, games and social media on the PSC network. All illegal content is blocked and attempts to circumvent these blocks are reported to the principal(s), DET and where necessary, higher authorities.
- Play or download any content (music, movies, games, etc.) that is rated higher than G whilst on College grounds.
- Use the camera or microphone at school unless given permission by a teacher or staff member.
- Have any inappropriate or offensive images set as desktop wallpaper or in view of others.
- Bring your charger to class (this is an OH&S requirement). The IT Department can charge your device using your charger, or you can plug into a supplied charging point (located around the school)
- Use social media apps or websites while at school.
- Lend/swap/borrow laptops or laptop parts (i.e. screens, keyboards, mice and headphones) with other students.
- Use a mobile telephone to tether Internet to your device whilst on College grounds during the hours of 8:30am and 3:08 pm

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PSC will not be responsible for:

- Devices that are broken/damaged while at school or during school-related activities.
- Devices that are lost or stolen at school or during school-related activities.
- Specific maintenance or upkeep of any device such as installing updates, patches, or Anti- Virus definitions.
- Backup of student devices. Students have access to OneDrive on Go PSC with 100 GB of free storage.

Any major work undertaken (Windows/OSX reinstalls etc.) on student devices must be accompanied with a letter from parents to authorise PSC Technicians.

The IT Department will never perform major work on any device without parental permission, nor will it carry out any actions that would void a device's warranty

Students bring their devices to use at PSC at their own risk. It is their duty to be responsible for the upkeep and protection of their devices and it is strongly recommended that families purchase insurance for the device. Students will be primarily responsible for the care and maintenance of their own device.

Student are expected to use their student locker to securely store the device when not in use and the locker should be locked, as with the storage of any valuable property at school. Devices should be transported to and from school in their school back-pack. It is also strongly recommended that a protective carry case is purchased for the device.

Breaches or misuse

In breaches of the ICT Acceptable Use Policy, disciplinary action may include detention, suspension or exclusion from school, or the student may be refused permission to use the device again at school at the Year Level Coordinators discretion.
Please see the below policy for clarification

ICT Acceptable use policy

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Frequently Asked Questions.

What Device and Software are suitable for the PSC network?

It is important the BYOD brought to school is compatible with the *school's network, PSC's ICT Policy (Years 7-9 and/or Years 10-12) and The Victorian Education Departments Official Privacy Policies* (These two documents are accessible through the PSC website and above). There is a checklist below that you can use to check the device will work on the PSC network.

Which suppliers should I use to purchase my child's device?

The school does not recommend a specific supplier. We have negotiated some device options through JB-Hi Fi that meet the BYOD requirements that you can access below.

https://byod.jbhifi.education/ - Link to 2027 BYOD portal (Access code - **PARKDALE**)

This provides onsite warranty and accidental breakage repairs at school (if you decide to purchase it). If you select another provider, you may have to send it back should something go wrong, and this could leave your child without a machine for up to 6 weeks.

Can my child borrow a school laptop?

There are circumstances where we are able to accommodate short term laptop loans: These include situations such as a child's laptop is being repaired or a family is experiencing financial difficulties.

Students require a written note from their parent.

Students must collect the device from IT PRIOR to the school day and return it no later than 3:30pm each day.

There is a *"one strike and you are out"* policy for school owned laptops.

What Programs do I need to purchase?

The College operates a Microsoft 365 environment and all students are provided with access to Microsoft Office 365 free of charge. You do not need to purchase software for your child's laptop.

Students will have access to how to videos and documentation that will assist them with setting up emails, Compass, Microsoft Teams, printing, and all associated software. The IT Department will also assist on your child's first day of school.

Additional questions?

If you require additional information or clarification please call us on 9580 6311 option 2 (8:15am until 4:15pm school days) or email the Helpdesk at helpdesk@parkdalesc.vic.edu.au

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What specifications are required for the device?

Free School Software and Online Storage

The list below includes the free software students have access to at PSC. For year 7s most of this software will be made available to download during the first few days of school in the orientation period.

GO PSC!	• The PSC main portal for IT services https://www.parkdalesc.vic.edu.au/go

Software	• Parents are **not required** to purchase any software unless specifically listed on the booklist.
	• Students have access to a range of many free software titles at PSC, including:
	  ○ Microsoft Office 365 (Word, Excel, PowerPoint, OneNote, Teams)
	  ○ Adobe Creative Cloud (Photoshop, Illustrator, Premiere, XD, InDesign)
	  ○ Autodesk products (Fusion 360, AutoCAD, ReVIT)
	  ○ Musition / Auralia / Musecore
	  ○ Minecraft Education
	  ○ eduSTAR software (Sketchup, Stile, Comic Life etc)
	  ○ Go PSC! Software catalogue

Storage	• Students have access to 100 GB of free storage through Microsoft OneDrive
Email	• Students have a free email account through Microsoft Office 365. <student code>@parkdalesc.vic.edu.au
Compass - Students	• Compass is the Learning Management System PSC uses for communication and information. • Students access Compass for classes, timetables, learning tasks, continuous reporting, news and information. • Students receive a personal log on and password (student code)
Compass - Parents	• Parents use Compass to access reporting, approve excursions, authorise absences, contact teachers, book parent/teacher interviews and view news and information. • **Parents are sent a personal log in and password (parent code). It is important that you do not give this password to your child.**

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PSC BYOD Checklist

	Ideal Specifications	Min Specifications	Information	Tick Box
Operating System	Windows 11 25H2 MacOS 26/27 Tahoe/Golden Gate	Windows 11 23H2 MacOS 15 Sequoia	Windows and MacOS only	☐
CPU	Intel i5/i7 gen 14 Apple Silicon	Intel i3 gen 10+	Intel i5/i7 CPU to run Photoshop, 3Dmodelling and video production software efficiently. Lesser powered CPU's have trouble running this software	☐
Keyboard	✔	✔	required (physical keyboard)	☐
USB Ports	✔	✔	Required, if USB-C student will require adapter	☐
RAM	16GB+	8GB	more RAM will ensure a better computing experience	☐
Screen Size	14”	11.6”	15"+ laptops are too large to fit on desks at school	☐
Storage	1024GB SSD	128GB SSD	Mechanical drives are not recommended. 128GB drives fill up very quickly, student can store work in OneDrive (100 GB of free storage)	☐
WIFI Connectivity	2.5 and 5GHz	2.5 GHz	Required to work at school	☐
Battery Life	8 hours	6 hours	The longest battery life possible	☐
Headphones or earbuds	✔	✔	Headphones/Microphones are required for various multimedia and learning tools	☐
Touch Screen or Stylus			Not required	☐
USB stick with password protection	16gb	4gb	For backing up files (can also use college OneDrive with 100 GB of free storage)	☐
Browser	Google Chrome	Google Chrome	Most browsers compatible with PSC Systems	☐
Insurance (highly recommended)	3 years		Check with your supplier for accidental breakage insurance	☐