



# Bring Your Own Laptop Policy 2025



## The role of technology in learning at KWS

Student use of digital devices and online services in schools is intended to enhance learning, wellbeing and educational attainment. Digital devices and online services can help students develop the skills needed for digital literacy, creativity, critical thinking, problem solving, interpersonal relationships and collaboration.

The Australian Curriculum Assessment and Reporting Authority (ACARA) lists ICT Technology as one of the seven key capabilities students need to be a successful learner. However, it is important to note that the role of technology is to assist and enhance but not to drive the learning at Kinross Wolaroi School.

The Bring Your Own Device (BYOD) Program can only function if all students have access to appropriate technological resources in their classes. The School's expectation of students' homework and independent learning can only function across all key learning areas if all students have access to technological resources that are accessible both inside and outside of the classroom (including home and/or boarding).

While the BYOD Policy imposes an expectation on students and their families to supply a device that will be integral to delivering the curriculum, it is important to note that teaching and learning is not driven by the technology, it is enhanced by it. To this end, the frequency and type of students' use of technology will differ from one subject area to another and will be determined by each individual teacher. The nature of the curriculum area and the skills or content being taught for any particular lesson will determine the use of technology in the classroom.

In recognition of the importance of handwriting as an essential skill, involving more complex motor and cognitive skills than keyboarding, and critical for HSC performance, there will be more of a focus on handwriting than keyboarding in some classes.

Please note that this BYOD policy requires a laptop as the learning device. Phones, tablets and iPads will not adhere to this policy.

## From 2022 a supported laptop program will be available

Kinross Wolaroi School is a BYOD (Bring Your Own Device) School. This means that all students 7-12 must supply their own laptop that meets the School's minimum specification requirements (see below).

Families may choose between buying and supporting their own laptop OR being part of the School's Supported Laptop Program, which will mean that the ICT team will provide technical support for any issues encountered with the device and provide a temporary replacement laptop if your laptop requires service.

Any students opting into the Supported Laptop program will be provided with a laptop which meets all the required specifications and comes prepared with all required software, fully installed. Full support is provided for these devices, which includes software and hardware support as well as a hotswap device if issues require longer servicing. This option is Highly Recommended for Year 7 students and for all boarders.

Unsupported BYOD Laptops will be provided with a limited suite of ICT support and services via the school help desk, as detailed further in the policy below. No levy is charged for this service. The minimum device specification below helps ensure that students will be able to use their device effectively. Older, slower devices are prone to issues and are NOT recommended.

Only devices meeting the minimum specification can be connected to the School's network and all devices must have the School's anti-virus software installed.

It is the responsibility of students to arrive at school each day with their laptop fully charged. Whilst there are some charging facilities in school that are available for use during lunchtime and recess, students should not be relying on the use of these. Most General-Purpose Classrooms do not have multiple facilities for the charging of laptops in class and students will not be permitted to charge their laptops during lesson time.

## Computer BYO Laptop Minimum Specifications

Supported laptops purchased through the school are guaranteed to meet these requirements. All BYO Laptops must meet the following minimum specifications:

### Operating System:

Windows 11 or macOS 11 (Big Sur) or later

### Storage:

Minimum 256GB solid state hard drive (SSD)

### RAM:

16GB for Windows, 8GB for MAC

### Wireless Capabilities:

Must be capable of connecting to Wi-Fi 6 (802.11ax) 5Ghz wireless networks

### Software:

The school provides the following to ALL students FREE OF CHARGE:

- Anti-virus
- Microsoft 365 (including office desktop applications)
- Adobe Creative Cloud

### Battery Life:

A minimum of 8 hours battery life

### Warranty:

3 years of warranty (accidental damage protection strongly recommended)

Highly recommended for additional purchase:

### Accessories:

Protective case, earphones and a USB/wireless mouse

## Mobile phones and Smart watches

As per the Mobile Phone and Smart Watch Policy, students are not permitted to use their mobile phones or smart watches in class unless invited to do so by their teacher.

The classroom teacher may confiscate a device that is used without permission.

## ICT Setup and Induction

The first week of Term 1 will provide an opportunity for students to check printing connection, Hub access, email set-up, use of basic Microsoft applications and help with the set-up of files/folders and file organisation.

Students who purchase a supported laptop will receive their device completely setup and ready for learning with all required applications installed and software updates completed.

Unsupported BYO laptops will need to be setup and made ready for learning before Monday 30 January 2023. A self-help step-by-step guide will be provided via The Hub to assist families with setting up all required software.

Optionally, parents may pay a one-off fee for this service to be completed by the school's ICT support desk. To schedule this option for Term 1 2023 please send an expression of interest to [support@kws.nsw.edu.au](mailto:support@kws.nsw.edu.au).

## ICT Support Services

The School provides the following services to students for supported and unsupported BYO Laptops:

Service, support or components	Supported	Unsupported
Device use in classroom for teaching & learning	✓	✓
Filtered internet, wifi and connection assistance	✓	✓
Device set-up and application installation	✓	✓
Firmware and driver compatibility troubleshooting	✓	✗
"Hot-Swap" service when device breaks	✓	✗
Facilitate device repairs under warranty and provide a temporary loan device if needed	✓	✗
Facilitate accidental protection repairs under warranty and provide a temporary loan device if needed	✓	✗
Automatic Windows and school software application updates	✓	✗
Anti-virus support and malware removal	✓	✗

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The ICT support desk is located downstairs in the library and operates from 8:00AM to 5:00PM on school days and reduced hours during school holidays to support the ICT needs of all students and staff.

Students attending the support desk with a supported laptop will receive 15 minutes of support from the support team to resolve any issues not outlined in the above table. If a resolution cannot be reached the support desk will reset the device and restore to a working configuration for the student. A

Additionally, if a hardware repair is required students will be provided with a replacement device on loan until repairs are completed.

Students attending with an unsupported laptop will receive 5 minutes of best effort support to assist students with minor issues not outlined in the above table. Parents will receive a notification outlining any problems identified that may require follow up.

## ICT Service Desk

Contact the helpdesk for advice and support:

Email - [support@kws.nsw.edu.au](mailto:support@kws.nsw.edu.au)

## Frequently Asked Questions

### **Does KWS recommend any brand or retailer?**

The supported BYO laptops bought directly through the school are the only current recommended devices. The range of laptops detailed in the Supported Laptop listing are being offered at special, reduced cost negotiated by the School and represent excellent value and full compatibility with all of the school's ICT systems. In addition, the warranty on these devices is supported by the School's ICT department, should any problems occur.

### **Can I bring a MacBook or other brand of PC?**

Any laptop meeting the minimum specifications may still be selected as an unsupported option including Macbooks.

### **What is covered under accidental protection for supported devices?**

Full terms and conditions regarding accidental damage protection will be available on the supported laptop store at the time of purchase.

The school's ICT helpdesk will facilitate all warranty and repairs covered under the supported laptops included warranty on behalf of families.

For additional coverage parents could consider adding the device to their portable items in a home and contents insurance policy.

### **Are accessories included with a supported laptop purchase?**

Only a laptop and charger are included with the supported laptop purchase. Any additional accessories (case, mouse etc.) should be purchased separately.

## Buy a supported laptop

Further information will be provided directly to families when the store is open via email, Hub news and via our website - <https://www.kws.nsw.edu.au/academic/learning-technologies>