2023

1 to 1 Digital Learning Program

School vision

East Doncaster Secondary College aims to develop independent and interdependent, reflective, global learners who strive to improve in learning and achieve our best. This includes developing the confidence to take risks, trusting self and others, using initiative and being able to adapt to change or to emerging needs and trends. We value learning with and from others, developing teams of enquiring people, encouraging meaningful conversations, and valuing the contributions of others. At the same time, we want to be outward looking, searching for greater knowledge, and inviting others to support us in establishing a culture of curiosity.

The 1 to 1 Digital Learning Program will support us to continue the provision of the highest quality education to our school community. The effective use of ICT helps to engage students in their learning and assists in individualising student programs. It also assists students in making connections with what they are learning and with the world outside of the classroom. Tools and processes for effective communication, collaboration and creating collective meaning between teachers, students, parents and the school community is additionally enhanced through our 1 to 1 Digital Learning Program. Improved access to computers will provide a platform for deeper understanding of concepts and information for all students at all times. It will give teachers consistent access to tasks that are whole-world, big picture, instantly.

East Doncaster Secondary College continues its whole school 1 to 1 Digital Learning Program. That is, one learning device for each individual student. The College supports a range of devices that support our minimum requirements, including Windows and macOS devices.

Program overview

East Doncaster Secondary College gives families the choice to purchase a device that meets our minimum specifications. This way, families have the choice to purchase a device through a reseller of their choice. The College recognises that having a single device model does not always meet the requirements or preferences of every student and their family.

The College has minimum specifications that devices must meet in order for the device to fully integrate with our IT and AV services. These requirements allow for a range of hardware and software.

Device ownership

It is important to note that the storage capacity of all devices is for required licensed software and students' work files. If there is some excess capacity other files may be held in storage. Nevertheless, school software and files must remain priority and be available at all times without exception.

The College reserves the right to delete inappropriate programs or material and to disconnect the device from the College network for a period of time if it is used inappropriately.

The acceptable use of digital devices is explained in the EDSC Acceptable Use Agreement.

Device replacement schedule

When a student purchases a new device in Year 7, it is anticipated they will keep this until the end of Year 10 and purchase a new device for VCE. Devices over 4 years of age are likely to underperform, be unreliable and potentially impact student learning.

Device configuration

All devices will need to be configured to ensure they can operate on the EDSC network and, where applicable, be loaded with all of the software licensed for student use.

Optional peripherals

The school will not provide or specifically recommend any additional peripherals as part of the 1 to 1 Digital Learning Program. However, parents or students may purchase these outside of the program. Program support and warranty will not apply to peripherals.
Peripherals may include:
- Headphones
- Wireless mouse
- HDMI adapter

Use of school bags for added security

An important expectation is that all students will use their EDSC school bag to transport their digital devices to and from school. All students from Years 7-12 are expected to use EDSC school bags as a compulsory part of school uniform. Official EDSC School bags are available from PSW or Reception. For Year 7 students it is included in the Parent Payments – Curriculum Contributions.

Access to school lockers

All students will be provided an individual locker. Each student is required to provide their own quality lock to secure their property from the first day of attendance at school each year.

EDSC Acceptable Use Agreement and program payment

You are required to read thoroughly through the 'EDSC Acceptable Use Agreement' document. This agreement requires you and your child to agree to use the intranet, internet, digital and mobile technologies responsibly. Access to the EDSC network cannot be granted unless this Agreement has been formally accepted. The 'EDSC Acceptable Use Agreement' document has been provided in the induction pack of all new students to the College.
All students and their parents are required to complete and sign the EDSC Acceptable Use Agreement via Compass.
If you have any questions, please contact Assistant Principal Karen Boyle at the College.

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Technical support

General technical support is available for all devices from the Technical Support Team in the Technical Support office (next to room 107).

Warranty and repairs

If a digital devices hardware is faulty or physically damaged it should be taken to the IT Department for a technical assessment. Students will be given advice on the next step for repair and/or warranty claims. Repair and warranty claims are handled by third party companies and are not provided on-site.
We recommend purchasing additional 2-3 Years Warranty/Insurance recommended if available.

Insurance

Parents need to make prior insurance arrangements for the cost of repairs required if a device is dropped or broken.
The College does NOT underwrite insurance costs for damaged digital learning devices. Whilst not compulsory, parents have full responsibility for insuring these devices or paying for any repairs required. Insurance claims will not be processed by EDSC IT Support or the General Office.

Frequently asked questions

1. Who can I contact if I have further questions?
Questions regarding the Digital Learning Program can be directed initially to the General Office on (03) 9842 2244. Your enquiry will be responded to as quickly as possible.
2. Will a student be using their digital learning device in every subject every day?
A student will not necessarily be required to use the computer at all times. The use of computers will take place alongside a range of learning activities. However, the device is an essential learning tool that must be available to be utilised when required and therefore should be taken to all classes unless specifically advised.
3. Where will a student store their digital learning device when it is not in use?
Students must store and secure their device, in their protective case, in their locker during recess and lunch times. If students are unable to secure their device at these times, they should report to the appropriate sub-school office. Students will need to store their devices in their lockers before Physical Education practical classes unless otherwise instructed by their class teacher.
4. Can a student add their own software to their device?
Yes, providing the software will not impact other EDSC users negatively. Alternate Anti-Virus products must be installed with caution as they often interfere with network and internet connectivity.
5. What is the process if my child exits the school?
Parent or student owned computers are the property of the family and therefore will be taken with the student, however any DET licensed software must be removed prior to departure. Families will be responsible for any finance agreements pertaining to the device. Devices owned by EDSC must be returned prior to departure.

6. Is my child expected to take their device home every day?

Yes, students are expected to take the device to and from school each day. This will enable them to fully utilise it at home and at school. It is expected that computers will be charged overnight ready for a full day's use at school. Parents are asked to ensure that the computer is used responsibly and cared for appropriately in the home environment. Devices must be transported within their protective cases inside the student's school bag to and from school.

7. Can I recharge my computer at school?

It is expected that a student's computer has a good working battery that has more than six hours charge. The device must be fully charged on arrival at school. Students must be aware that the use of the device outside class time may impact the ability to remain charged for all classes.

8. What happens if the battery goes flat?

Students are required to bring their devices to school fully charged every day.

If a student wishes to have their device charged, the device can be left at the Technical Support Office for charging. The College reserves the right to refuse charging if this service is used excessively, it Is the student's responsibility to bring their devices to school fully charged each day.

9. Can other people use the device?

While it is a family-owned device, it is required for the student's education, so it is recommended that it is not used by anybody else.

10. Can the device be taken overseas?

Parents are advised to check the insurance provisions they have selected on the device to determine what cover is provided.

11. Will the student software on their computer be private?

Students may have their computers periodically inspected and monitored for inappropriate usage. Students and parents need to be aware that apps stored locally on the device or on school servers are not private.

12. What happens if my child leaves their device at home?

Students will be significantly disadvantaged as they will not be able to borrow computers from the College. It is the responsibility of the student to ensure that they bring their device every day. Continual failure will lead to intervention and consequences as decided upon by the College.

13. Does my home need Internet access?

No, students will be able to access the information they need when they are at school. Even when not connected to the internet, notebook computers are still very useful tools for learning. Of course, if you have Internet access at home, you are welcome to connect the device to your Internet connection.

14. Do I need to buy a new device?

Year 7 students are expected to start at EDSC with a new device that should last for 4 years and be replaced when starting VCE.

Other year levels are expected to use a device comparable in age or newer.

Devices over 4 years of age are likely to underperform, be unreliable and potentially impact student learning. Older devices will be scrutinised more carefully to determine their suitability prior to enrolment.

15. Can I use one device for six years?

If parents would like their child/children to use a single device for six years, students must ensure the device is kept in good working order and the battery must be replaceable and replaced at least once in that duration.

Failures due to aging hardware will be the responsibility of parents and students. Students must not be dependent on mains power to operate their computer while at EDSC.

16. Can I purchase a gaming device?

EDSC does not recommend gaming devices.

16. Can I use my device for gaming?

While we recognise that students may want to use their device for other purposes at home, such as gaming, this will shorten the life of the device and its battery. It is recommended that students who are frequent gamers at home have a dedicated device for that purpose.

1 to 1 Digital Learning Program

Program options

1. Purchase a Windows Laptop or Apple Macbook.
2. It is mandatory that the device meets the [EDSC required hardware specifications](#).

Required accessories

1. A device bag or slipcase that protects the computer from damage caused by dropping

Choose the option that best suits your needs.

Please refer to the [Digital Learning Program Timeline](#) for key dates.

Provided support

1. Required Software will be available for download and Install
2. Software and Configuration support will be provided on a best effort basis.
3. Students will retain full right to the computer, allowing for the installation of additional peripherals and software.
4. Warranty claims will be managed by parent/student.
5. Hardware repair not available on-site/campus.
6. Insurance claims will be managed by parent/student.

EDSC required hardware specifications

Parent or student selected devices are required to adhere to the following guidelines:

Device Type: Laptop, notebook, or tablet capable of supporting Microsoft Windows 11, Windows 10 or macOS.

Device Age: A student will purchase a new device in Year 7. It is anticipated they will keep this until the end of Year 10 and purchase a new device for VCE. Devices over 4 years of age are likely to underperform, be unreliable and potentially impact student learning. If parents would like their child/children to use a single device for six years, students must ensure the device is kept in good working order and the battery must be replaceable and replaced at least once in that duration.

Storage: Minimum 128GB. (Recommended: SSD/Flash Storage)

Screen Size: 10.8" to 15.6" (Recommended: 11.6" – 13.3"). While permitted, 15" laptops are not recommended as they are unlikely to meet weight and battery life requirements.

Weight: Under 2kg (Recommended: under 1.6kg)

Battery Life: 6+ hours (During general use, not idle)

Input: Physical Keyboard, attached or detachable

Display Ports: HDMI

Other Ports: 1x USB, 3.5mm Headphone Jack

Wireless Network: Wi-Fi supporting wireless "N", "AC" or "AX" standard (Recommended: Intel Network Adaptor with "AX" support)

Operating System: Microsoft Windows 11, Microsoft Windows 10 64Bit (English Language Only) or Apple macOS 12, 11, 10.15 (English Language Only)
Language: English Language Only

Devices that do not meet these requirements are not supported for use on the EDSC Network.

Be sure to seek advice before making a purchase.

Gaming laptops are not recommended.

Windows 10 S Mode is not supported.

Mandate for VCE creative arts subjects (including VCE Studio Arts, VCE Visual Communications and Design, VCE Media)

1. Device Type: Laptop, notebook capable of supporting Microsoft Windows 11, Windows 10 or macOS.
2. Processor intel i5 or equivalent
3. Memory: 8Gb minimum (Recommended: 16Gb)
4. Storage: Minimum 256GB SSD/Flash Storage (Recommended: 512Gb)
5. Screen Size: 12" to 15.6"
6. Dedicated graphics card recommended
7. Weight: Under 2kg (Recommended: under 1.6kg)
8. Battery Life: 6+ hours (During general use, not idle)
9. Input: Physical Keyboard/mouse, attached or detachable
10. Display Ports: HDMI
11. Other Ports: 1x USB, 3.5mm Headphone Jack
12. Wireless Network: Wi-Fi supporting wireless "N", "AC" or "AX" standard (Recommended: Intel Network Adaptor with "AX" support)
13. Operating System: Microsoft Windows 11, Microsoft Windows 10 64Bit (English Language Only) or Apple macOS 12, 11, 10.15 (English Language Only)
14. Accessories: Headphones, multiport USB hub for devices with USB-C (which includes SD card reader and USB-A).

Mandate for VCE Information Technology (IT) subjects

1. Device Type: Laptop, notebook capable of supporting Microsoft Windows 11, Windows 10, Apple devices are not recommended
2. Processor intel i5 or equivalent
3. Memory 8Gb minimum (Recommended: 16Gb)
4. Storage: Minimum 256GB SSD/Flash Storage (Recommended: 512Gb)
5. Screen Size: 10.8" to 15.6" (Recommended: 11.6" – 13.3")
6. Weight: Under 2kg (Recommended: under 1.6kg)

7. Battery Life: 6+ hours (During general use, not idle)
8. Input: Physical Keyboard/mouse, attached or detachable
9. Display Ports: HDMI
10. Other Ports: 1x USB, 3.5mm Headphone Jack
11. Wireless Network: Wi-Fi supporting wireless "N", "AC" or "AX" standard (Recommended: Intel Network Adaptor with "AX" support)
12. Operating System: Microsoft Windows 11, Microsoft Windows 10 64Bit (English Language Only) or Apple macOS 12, 11, 10.15 (English Language Only)
13. Language: English Language Only

Mandate for Music subjects

1. Device Type: Laptop, notebook capable of supporting Microsoft Windows 11, Windows 10 or macOS.
2. Processor intel i5 or equivalent
3. Memory: 8Gb minimum (Recommended: 16Gb)
4. Storage: Minimum 256GB SSD/Flash Storage (Recommended: 512Gb)
5. Screen Size: 12" to 15.6"
6. Dedicated graphics card recommended
7. Weight: Under 2kg (Recommended: under 1.6kg)
8. Battery Life: 6+ hours (During general use, not idle)
9. Input: Physical Keyboard/mouse, attached or detachable
10. Display Ports: HDMI
11. Required Ports: at least 1x USB-A (normal USB), 3.5mm Headphone Jack
12. Wireless Network: Wi-Fi supporting wireless "N", "AC" or "AX" standard (Recommended: Intel Network Adaptor with "AX" support)
13. Operating System: Microsoft Windows 11, Microsoft Windows 10 64Bit (English Language Only) or Apple macOS 12, 11, 10.15 (English Language Only)
14. Accessories required:
    a. Headphones
    b. Sound Splitter - 3.5mm Stereo Audio To 2X 3.5mm Stereo Audio Splitter
    c. USB-C to USB-A dongle for music keyboards (required for MacBook)

Minimum Required Software (Available for Download)

- **Office Suite:** Microsoft Office 2016/O365 (provided by EDSC)
- **Anti-Virus**: Windows: Windows Defender
- **Adobe:** Adobe CC (provided by EDSC)
- **Web Browser:** Google Chrome, Microsoft Edge, Mozilla Firefox
- **PDF Reader:** Adobe Acrobat Reader DC

*Additional requirements will be determined by chosen subjects/electives and communicated by teaching staff.

Refer to the 1-1 Digital Learning Program Timeline for information on device enrolment and software installation.

Further details and program updates will be posted on Compass School Manager: https://edsc-vic.compass.education/

1 to 1 Digital Learning Program Timeline

November 23	Bookings for Years 8 to 12 configuration open. Link will be published via the College News Feed. Book via Trybooking: https://www.trybooking.com/CBUZO
December 5	Bookings for Year 7 configuration open. Link will be published via the College News Feed. Book via Trybooking: https://www.trybooking.com/CBUYI
January 19, 20, 23, 24	Year 7 Device Configuration. Book via Trybooking: https://www.trybooking.com/CBUYI Directions will be provided on the day for device enrolment and software installation.
January 25	Years 8 to 12 Device Configuration. Book via Trybooking: https://www.trybooking.com/CBUZO Directions will be provided on the day for device enrolment and software installation.

Information Security - InfoSafe

Purpose

To make sure that schools manage and share information appropriately and securely in order to meet information security obligations and to appropriately protect staff, students and their families.

Summary – critical information

- Information security aims to protect the confidentiality, integrity and availability of school information. This includes the consideration of privacy compliance when dealing with personal information. Refer to [Privacy and Information Sharing Policy](#) for more information about privacy and information sharing.
- Principals must establish appropriate practices to protect critical and sensitive information. All staff should consider:
    - what information they have
    - how sensitive the information is
    - where it is stored
    - who has access to it.
- Principals are to make sure that information security risks and issues are appropriately managed by seeking advice from the InfoSafe team.

Policy

For more detailed information on implementing these information security practices, refer to:
[Information Security (InfoSafe): Guidance for Victorian Government Schools](#)

Privacy and Data at East Doncaster Secondary College

East Doncaster Secondary college uses several digital platforms to support your child's education, such as Compass, Google Drive, Office 365, Edapt, Oliver Library Management System. The College has an information Security Policy and complies with the Department of Education and Training Privacy Policy. The below links provide further information about these services, privacy and how data is managed. Privacy information for these platforms can be viewed here:

[Compass](#)
[Google](#)
[Office 365](#)
[Edapt](#)
[Oliver Library Management System](#)
[Google Suite parent information](#)
[Compass student privacy information](#)
[Office 365 Information Pack for Parents](#)
[Schools' Privacy Policy for Parents](#)