

Portarlington Primary School



LAPTOPS for LEARNING

**FAQ's
for Parents**

BRING YOUR OWN
LAPTOP PROGRAM

Frequently Asked Questions

BYO Laptop Program 2020



Portarlington Primary School

In 2020, we are offering the opportunity for all students in year 3-6 to bring a specified laptop to school.

We are an accredited E-Smart School which provides a guiding framework for schools to manage Cyber Safety and Wellbeing- see <https://www.esmart.org.au/esmart-schools/>

As a matter of course, at the beginning of every year and throughout the year, the students participate in cyber safety sessions that cover:-

- a) Not giving out personal information.
- b) Protecting your online reputation, identity and digital footprint.
- c) Cyber bullying
- d) Safe and appropriate online language.
- e) Strategies for what to do if you do not feel safe.

We also offer Cyber Safety Information sessions for parents.

1. Why is Portarlington Primary implementing a BYO LAPTOP program?

At Portarlington Primary School we have been personalising student learning for some time now. Personal laptops allow our students to access a growing bank of educational resources. Student engagement increases as the children are more active in their learning. Knowledge creation and creativity are enhanced and the students take pride and ownership over their learning.

Access to a BYO Personal Laptop at Portarlington Primary:-

- a) Digital technology and digital literacy skills are core components of the Victorian F-10 curriculum.
- b) BYO laptops are part of a blended learning program. The laptops are used as tools to research, create, publish and problem solve.
- c) Strengthen the quality of the current teaching and learning.
- d) To further student learning at school and at home.
- e) Student access to increased digital resources.
- f) Technology is accessible as students require it as opposed to waiting for timetabled access and sharing across other classes.
- g) Reduce the issues with shared laptops at school such as students' folders being moved or deleted.
- h) Supports our Cyber-Safety program as the laptops are utilised under supervision and for specific purposes. Responsible digital citizenships is strengthened.
- i) Students can continue their learning such a research or projects at home.

2. Why a Windows Laptop and not an iPad?

- a) The Education Department recommends Windows 10 Edustar as the preferred operating system in schools. We have chosen this path as it is free with no ongoing cost to the parent.
- b) Windows 10 Edustar comes with licensed Microsoft Windows 10 and Office and includes many other programs. In addition, Edustar can offer students a host of other applications owned by the school at no extra cost. This Windows 10 package is very attractive and versatile and will provide teachers with the best educational solution for students. The Windows laptop was chosen as it allows for flexibility and it can be used to type, store and print documents easily. The teachers and students are familiar with it and all teachers have an Edustar issued laptop.
- c) All applications are ready on the laptop and most of them can work offline. If a family does not have internet access at home or are on holidays, most applications can still be used.
- d) The capacity is 128GB as opposed to 16 or 32 for an iPad.
- e) Students can store their files on their laptop and on the school network and not rely on third party cloud storage that may or may not meet DET standards.
- f) With iPads it would be necessary to ensure prior to each school day, that particular apps were downloaded ready for class use the next day. This would need to be done at home and would become difficult for teachers to manage if the app is not purchased and installed.
- g) With the Edustar image everything is always ready but still has scope and hard drive space for parents and students to install personal programs for home use and or individualised use at school.

3. What laptop is my child expected to bring to school?

Minimum specifications-

- a) A laptop selected from one of the following specifications. It must be robust.
 - I. Windows laptop NOT an Apple Laptop and NOT an iPad or any other form of tablet device.
 - II. Brand- HP, ACER or Lenovo
 - III. Windows 10 capable.
 - IV. 4GB
 - V. 128GB Solid State Drive (SSD) 500MB HDD or better
 - VI. I3 CPU
 - VII. Screen Size 11.6 inches
 - VIII. 802 IN wireless or above
 - IX. Bluetooth 4.0
 - X. Ethernet port (RJ45) for imaging (optional)
 - XI. Battery Life - Up to 6.5 Hours or better
 - XII. Integrated 720p HD webcam
 - XIII. Dolby Advanced Audio v2
 - XIV. HDMI 1.4, USB 3.0, USB 2.0, RJ-45
 - XV. (1366x768), glare, 270 nits, IPS
 - XVI. Protective cover and carry case
 - XVII. Volume control earphones or headphones to prevent damage to hearing.
 - XVIII. Must be able to hold charge for the entire day (we will not support reliance on charging during school)
 - XIX. Warranty, repairs and insurance will be solely your own responsibility and carried out outside of school

- b) These specifications are important as we will be putting the Department of Education Edustar platform on to your child's laptop. If you purchase a different laptop, the data will be removed as a function of the Edustar platform-this is unavoidable and occurs automatically.
- c) We do not accept any other type of laptop provided by parents (only what is specified), as it is too difficult for teachers to manage and plan learning. We need to be able to guarantee that our learning platforms are available on all laptops.
- d) Wi Fi:- Your child will be able to connect to our school's Wi-Fi system whilst they are in class involved in learning.
- e) **Software-** The school provides the software. There is **no need** for you to purchase software. The Edustar Platform and Windows 10 will be imaged and updated via our school systems.

4. How do I purchase a laptop?

You can purchase a laptop online or in store (such as the Good Guys, Harvey Norman, Office Works)

5. How can I afford to pay for a laptop?

Portarlington Primary School does not provide financial advice to families.

- a) We support full equity and access to the use of laptops.
- b) We understand that for some families, the BYO Laptop program maybe financially difficult.

Payment Options

- Your payment options may depend on where you buy the laptop and your financial history and current financial status.
- Some suppliers allow for after pay options.
- Outside assistance may be available for families with a health care card or Pension card through agencies such as PC for Kids or the Computer Bank in North Melbourne.
- No interest loans schemes of up to \$1500 may be available to you through the Salvation Army or the St Vincent De Paul Society.
- **The school does not purchase for parents or provide payment options.**

6. What about Breakage, Theft, Repairs, Replacement?

- a) At school, every effort will be made to ensure the security of the laptops. Students must learn to manage their own technology. During the day and when not in use, laptops are stored in locked classrooms
- b) All laptops should be stored in a protective case.
- c) Students must not have food or water near their laptops.
- d) Do not leave laptops on the floor or in cars.

- e) Any normal operating or hardware issues are usually covered by a warranty so speak to the company that is providing your child's laptop. They may also have insurance or care packages available that cover your child's laptop for accidental damage from their handling of their laptop.
- f) You may also like to confirm your Home and Contents Insurance for theft or loss. Abuse and mistreatment of a laptop is not covered by insurance.
- g) **The school does not repair or replace laptops or offer warranties, insurance or cover.**

7. How will the laptop be used at school?

- a) The laptop will be utilised as a tool for learning.
- b) Children will still be required to read from traditional books/texts, capture information using pencils, pens and paper and learn automatic recall skills in areas such as maths, spelling, reading and writing for example.
- c) Students will **not** be able to take their laptops into the school yard at recess or lunch time.
- d) They will not be in use all the time and the children will use them as required to support their learning.
- e) The Education Department has strict filtering tools in place that restrict access to sites and apps that are not of educational value.

8. Will my child be safe online?

At school-

- a) All students and parents are required to sign and follow the Portarlington Primary School Acceptable Use of ICT policy and agreement with regard to the use of computers, tablets, the internet and any other ICT equipment.
- b) If the school is alerted to any unacceptable viewed or downloaded content, then parents will be contacted and the laptop reimaged. All student learning files will be copied and replaced.
- c) Our school is an accredited E-Smart school.
- d) Cybersafety is taught and reinforced regularly.
- e) Our processes outline clear expectations for the students and consequences are enforced for breach of any guidelines.
- f) Just as with any distraction at school or misuse, the issue with the laptop be subject to the same classroom guidelines.

At home-

It is a parent's responsibility to ensure they –

- a) Monitor the screen time of their children.
- b) The laptop is a tool to support learning and should be used in an open and transparent way in the home.
- c) Monitor how the laptop is used and what is viewed or downloaded.
- d) Are aware of what their children are doing online at home and how they are using the internet.
- e) Remove anything from the laptop that they feel is inappropriate.
- f) Have a protected home network.
- g) Teach their children their home internet rules and responsibilities.
- h) Understand programs/songs/media that are obtained illegally are subject to a breach of copyright laws.

- i) Understand that space must be available on your child's laptop to ensure the educational needs of the laptop can still be met.
- j) Back up the laptop regularly to an external hard drive or another home computer.

9. What are my child's responsibilities?

Student Responsibilities

- a) Use their laptop in line with our school values- Safe, Responsible, Respectful and Kind
- b) Respect and take care of all laptops- their own, other children's and the school's laptops.
- c) Bring their laptop to school each day fully charged. (OH & S does not allow for charging at school).
- d) Follow our school's ICT acceptable Use Policy and Agreement.
- e) Report any behaviour that is not in line with our school's ICT Acceptable Use Policy and Agreement to a teacher.
- f) Carry and store the laptop in the correct way (see the school's ICT Acceptable Use Policy and Agreement).
- g) Report any damages immediately to a teacher.
- h) Students may not use laptops to record, transmit, or post photographic images or video of anybody during school hours or during school activities.

Students will not-

- a) Participate in any form of bullying through email, texting, posting, etc.
- b) Install or transmit material subject to copyright laws.
- c) Upload. Download, access, send or share offensive, violent, threatening or inappropriate materials or content.
- d) Break the school's ICT Acceptable Use Policy and Agreement.
- e) Access content such as games that are not approved by the school or educational during class time.
- f) Use of messaging services in school time.
- g) Access the files or accounts or data of other students.
- h) Provide personal information over the internet.
- i) Vandalise their personal laptop or the laptops of other students or the school (eg: harm or destroy the laptop, the software or data).

10. Can I pass the laptop down to my next child?

We anticipate that the life of a laptop will be in the region of 3-4 years depending on the software updates however there is no fixed term on the life of a laptop.

Families could possibly update the laptop to meet future software requirements. The costs are the responsibility of the family.

11. What if my child leaves Portarlington Primary School?

The school and the department of Education owns the operating system via the imaging process. As a Victorian Education Department student, your child has exclusive use of the Portarlington Primary School Edustar Platform.

If your child leaves the school then the laptop will have the Edustar Platform removed as the Edustar and Office are licensed for use only with Victorian Department of Education Schools.

If transferring to another government school, your child's laptop will have the 'new school's' Edustar Platform added (on enrolment at the new school).

12. Who can I speak to at school if I have any further questions?

Chris Hester is our ICT Leader and Coordinator at our school.

Our friendly office staff may also be able to assist you with your enquiries.

Email:

You can send your questions to the Portarlinton Primary School email address and we will endeavour to get back to you within 2 working school days.

portarlinton.ps@edumail.vic.gov.au

Purchasing Information Flyer

You may like to tear off this page and take this information with you when shopping for a laptop.



Laptop Purchase

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