



ST BENEDICT'S  
PREPARATORY



**2 November 2021**

Dear Grade 6 Parents

The face of education has changed dramatically over the course of the last two decades as teachers have embraced technology and incorporated elements thereof into their classroom practice. This has also become particularly true through the various challenges posed as a result of the Covid-19 pandemic.

Boys have proven that they have been able to engage with a blend of mobile technology in the classroom and at home, enjoying the benefits of face-to-face instruction along with the enhancements offered by technological integration. This has been true for our teachers too as we begin to realise the benefits of a balanced, somewhat blended approach to teaching and learning at our school.

St Benedict's, as a whole school, has always been ahead of the curve in terms of technological enhancement to teaching and learning: striving to equip boys with the technological literacy they require as global citizens as they continue to grow and develop. Though our computer lab, bank of mobile devices and our revamped media centre have proven adequate to meet a boy's academic needs within our educational context, we have now entered a phase where it is increasingly evident that we will be able to lift curriculum delivery and innovation, and improve personal organisation and time management through the introduction of mobile technology into all our teaching and learning environments. The pandemic has shown that many boys have already realised this and embraced these benefits, making use of smartphones, digital tablets, iPads, and laptops in classrooms to supplement the learning experience.

Over the course of the last few years, St Benedict's has invested greatly in improving the network infrastructure around the school and the Preparatory School introduced a Bring Your Own Device initiative in Grade 7 this year, which has been a success.

Boys have experienced the suite of Google products more intensely over the past eighteen months. These Google products which include Classroom, Docs, Sheets, Gmail and Calendar have allowed our school to further transform the digital learning environment. Increasingly, we have witnessed the benefits of boys having more constant and instant access to their own mobile digital device to access, process, collaborate, create, manage and turn in work.





The benefits of using mobile technology for educational purposes are manifold:

1. It provides boys with complex problem-solving skills using a range of software and online tools;
2. It helps boys acquire sets of skills that will be critical for their future success at tertiary level and then later in the workplace environment;
3. It provides boys and teachers with unlimited access to multimedia-rich resources which greatly enrich the daily classroom experience;
4. It gives teachers the ability to use tools that boys are already comfortable using;
5. It provides teachers and boys with a superior and more efficient way to share, organise and distribute educational content;
6. It provides boys with an easier and more convenient way to collaborate on tasks and projects;
7. It creates learning opportunities before, during and after class;
8. It allows unlimited ways to differentiate learning;
9. It encourages boys to use tools to enhance their productivity and time management.

A well-known acronym in schools nowadays is BYOD - this stands for "Bring Your Own Device". The initiative or concept encourages students to bring their own mobile devices to school.

As of March 2022, at the commencement of the second half of term one, the Grade 6 boys will be permitted to bring their own device to school, and have the use of a locker to keep their device safe during breaks and sporting events. The boys will undergo intensive 'Acceptable Use Training' in the latter half of this term, as well as in the first term of 2022, whereby they will acquire a BYOD licence thereafter. The school fully appreciates the costs involved in acquiring such a device and it is for this reason that we are giving parents a few months notice in this regard.





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We recommend a tablet, laptop or a Google Chromebook, for this purpose. **Smart phones are not permitted.** The choice lies with the pupil and his parents, but from a functionality and affordability point of view, we would encourage you to acquire a Google Chromebook for your son.

Please consider the additional guidelines and policy included below.

Yours sincerely

B N Quinn  
Preparatory Headmaster

C Zorich  
Preparatory EdTech

### **Bring Your Own Device - Guidelines**

#### ***What devices are recommended?***

- Smartphones are not permitted.  
The device needs to have a large enough screen so that when a boy uses the onboard keyboard, there needs to be sufficient screen space to see the rest of the document; alternatively, the device has a separate keyboard.
- Google Chromebooks are the preferred solution as it allows use of android apps as well as full Google integration. For better functionality it is advised that the Chromebook should have a touch screen. The preferred chromebook model is currently the Acer Spin 511 or Acer Spin 512. Not all other chromebooks fully support the android play store from which educational apps can be downloaded. See list below. Only Stable Channel devices are supported.  
<https://www.chromium.org/chromium-os/chrome-os-systems-supporting-android-apps>
- Below are some vendors that can supply Acer chromebooks if you decide to opt for a chromebook. The school is not affiliated with these vendors and they are only provided to simplify the process of acquiring a chromebook. You are welcome to source your devices from any vendor you choose.  
**Cloud Ed Solutions** - Contact [rycherde@cloudedu.co.za](mailto:rycherde@cloudedu.co.za) or go to <https://cloudedu.co.za/>  
**ManData** - Contact 011 201 4815 or go to <https://mandata.zyrosite.com/>
- Tablets including the iPad and Android are allowed.





- If you are opting for a tablet/laptop as opposed to a Chromebook, we recommend the following minimum specifications:

#### **Tablets**

- 3 Gb Memory
- 16 Gb Storage Space
- Quad Core Arm Processor or better
- Android 8.0 or IOS 11

#### **Laptops**

- 4th Gen I3 Processor
  - 8 Gb Memory
  - 120Gb Storage Space (SSD Preferred)
  - Windows 10
- Also, avoid any of the very low-end android/ windows devices. Their limited hardware resources result in very bad user experience. They also fail to load the required apps.

#### ***What security policies will apply for all devices?***

- All network level security policies will apply to all devices while they are within the school domain.
- Google account policies will apply when signing in with a school Google account.

#### ***Service Policy for pupil devices***

- The IT Department will provide support if problems are experienced with initial connections to the school network from personally-owned devices. Connections to the network will be via a sign-in portal and if a device does not support the sign-in portal, it cannot be used on the campus.
- The St Benedict's IT Department will provide no support for broken or faulty devices. This will be the owner's responsibility.
- Support for applications will be limited to school-requested applications only. Any other applications will have no support.





- Users can log support requests for Google login issues, Wifi Connectivity, and Google application access requirements only.
- If a specific personal application is preventing access to the applications, the offending application will be removed to restore the required functionality. If removal is not an option, the device will not be allowed to be used on campus.
- A “wipe and reconfigure” strategy will be used in severe cases only. Support will be focused on the non-functioning element; if the problem cannot be resolved, a wipe will be required, or the device will not be allowed to be used on the campus.

#### ***Who owns what in terms of apps and data?***

- Students must acquire their own applications and will have ownership thereof.
- Data created during school hours whilst connected to the campus network will belong to the school.

#### ***Restrictions***

- Inappropriate and offensive material and sites are controlled through network restrictions and Google account restrictions.

#### ***Device entry and exit strategy***

- Entering devices connect to the network via network credentials, and Google accounts can be added by the user. No support is required.
- Exiting devices will no longer have google or network access once their user account has been removed from our system. Accounts will be deactivated a month after the user's last school day.





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### **ST BENEDICT'S** **Bring Your Own Device Policy**

*St Benedict's encourages pupils to purchase and use tablets, laptops and Chromebooks of their choosing at school for their convenience. St Benedict's reserves the right to revoke this privilege if users do not abide by the policies and procedures outlined below.*

This policy is intended to protect the security and integrity of the school's data and technology infrastructure. Limited exceptions to the policy may occur due to variations in devices and platforms.

St Benedict's users must agree to the terms and conditions set forth in this policy in order to be able to connect their devices to the school network.

#### ***Acceptable Use***

The school defines acceptable use as activities that directly or indirectly support the educational and business functions of St Benedict's College.

Pupils are blocked from accessing certain websites during school hours/while connected to the school network at the discretion of the school. Such websites include, but are not limited to Adult/Mature Content, Security Risks, and Potentially Liable websites.

Devices' camera and/or video capabilities are not disabled while on-site.

Devices may not be used at any time to store or transmit illicit materials, to store or transmit proprietary information belonging to another institution or to harass others. Please refer to the school's Acceptable User Policies in this regard.

The following apps are allowed: Facebook, Twitter, YouTube, All Google platforms, WhatsApp, Instagram.

The following apps are not allowed: Proxies, P2P applications (Torrents).

Pupils may use their mobile device to access the following School-owned resources: email, calendars, contacts and documents.





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### ***Reimbursement***

The school will not reimburse the user for a percentage of the cost of the device.

The school will not reimburse the user for the following charges: roaming, plan overages, 3G data.

### ***Security***

In order to prevent unauthorized access, devices must be password protected using the features of the device and a strong password is required to access the company network.

The company's strong password policy is: Passwords must be at least eight characters and a combination of upper- and lower-case letters, numbers or symbols. Passwords will be rotated every 180 days and the new password can't be the same as the current password.

Rooted (Android) or jailbroken (iOS) devices are strictly forbidden from accessing the network.

Access to school data is limited based on user profiles defined by the IT department and is automatically enforced. Devices may be wiped if a pupil leaves the school, IT detects a data or policy breach, a virus or a similar threat to the security of the company's data and technology infrastructure.

### ***Risks/Liabilities/Disclaimers***

**A secure locker will be provided for boys to secure their devices while honouring their integrated day and sporting commitments. Whilst secured in this facility, devices will be covered by the school's insurance policy. Parents are, however, encouraged to insure their son's devices against theft which our insurance policy does not cover.**

Whilst the St Benedict's IT Department will take every precaution to prevent a user's personal data from being lost in the event it must wipe a device, it is the user's responsibility to take additional precautions, such as backing up email and contacts.

The school reserves the right to disconnect devices or disable services without notification.

Lost or stolen devices must be reported to the school within 24 hours. Users are responsible for notifying their mobile carrier immediately upon the loss of a device.





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The user is expected to use his device in an ethical manner at all times and adhere to the school's acceptable user policy as outlined above.

The user is personally liable for all costs associated with his device.

The user assumes full liability for risks including, but not limited to, the partial or complete loss of school and personal data due to an operating system crash, errors, bugs, viruses, malware, and/or other software or hardware failures, or programming errors that render the device unusable.

St Benedict's College reserves the right to take appropriate disciplinary action up to and including expulsion for noncompliance with this policy.

**30 October 2021**