



Dear Parent/Caregiver,

## **BRING YOUR OWN DEVICE FROM START OF 2017**

Students are able to Bring their Own Device to school for their own personal use to support their learning in class **from the second week of Term One**. The schools preferred digital device is either a chromebook, netbook or laptop that is able to access Google Apps for Education. There is no requirement for students to bring their own device; the school will still provide access to school owned devices as we have always done. Obviously students who have their own will be somewhat advantaged by their full time access.

This letter details how we will be organising the implementation of BYOD for students who choose to bring their own device to school.

It is important that students and parents understand the school policies and procedures for using these devices within our school environment and agreements need to be signed before students can bring them to school.

**Parents and students need to read, understand and sign school user agreements relating to the use of personal devices before they are able to bring their device to school. Until this is done, they need to keep their device at home.** All students who intend to BYOD will receive this information during the first week of 2017, or it can be downloaded from the school website. Some students may decide to BYOD later in the year; this is fine and they just need to let their teacher know they have purchased their own device to obtain copies of the agreements.

Prior to bringing the device to school, parents need to ensure that both the bag and the device are clearly labeled with their name. This is to ensure that there is no confusion over the owner and user of each device. Students will be responsible for ensuring the safe and proper use of their device during school time; expectations are further detailed in the BYOD policy. All student devices will be locked away during times when students are out of class, or when not in use.

If you would like further information regarding the Greenmeadows BYOD policy or have any questions at all you are encouraged to call the school on 09 267 6255 or email Malcolm Clarke; [mclarke@greenmeadows.school.nz](mailto:mclarke@greenmeadows.school.nz)

Regards

Cathy Chalmers  
PRINCIPAL