St Scholastica's College

Digital Learning Environment Plan 2016-2017

Background and FAQs

"There is no one size fits all; new models need to be developed which place learning and teaching at the centre…Technologies will be powerful tools to assist these dynamic learning communities in creating rich learning experiences for students and influential networks for teachers."

Greg Whitby, Executive Director for schools in Parramatta Diocese

"The ability for students to own their learning, to be active participants in how they grow their understanding of the world and their role in it, can be as simple as having the right tools in their hands."

Comment by member of St Scholastica's College ICT Committee

"Arrange all things so that the strong have something to strive for and the weak have nothing to run from."

Rule of Benedict 64:9

Executive Summary

- The College has made the strategic decision to initiate the Bring Your Own Device (BYOD) program in Year 7 2016. This means that students in **Year 7 2016** will be able to bring any notebook device that complies with the specifications listed in the Digital Learning Environment documentation on our College website.
- After evaluating the feedback from surveys used to staff, students and parents the College has decided to expand the BYOD program across all year groups by the end of 2016. Students in **Year 8 2016** will still be required to bring their iPad as their primary learning device until the end of that year. Students in Year 8 may choose to 'opt out' of the iPad program from the beginning of Term 4. This will allow the College to fully and consistently support those students in Year 8. For Year 8 students going in to Year 9 the primary device could be the iPad if you like. The device for Years 9-12 should be chosen after consulting with teachers. The iPad is still a valuable educational tool which meets the requirements of the education process as well as any other device. When your daughter enrolled at the College the chosen device was the iPad for the first two years of high school before going on to the BYOD program. The College will still honour this enrolment agreement for Year 7 students going into year 8.
- Students in **Years 9-12** will continue to engage in the BYOD program as it stands. This has been quite successful according to feedback from students, parents and teachers. In conjunction with our school management system (iWise), our learning management system (Canvas), a high standard wireless environment and a dedicated IT Department, the BYOD program has allowed students to explore learning opportunities
- Students and teachers will still have access to Microsoft Office via Office 365, which can be accessed via any web browser. Students will also be encouraged to select an appropriate range of apps and tools to suit their learning needs.
- Parents will be given advice by the College what specification for purchasing their own devices via the Information Technology web page
- Students will need to be responsible for their devices, having them appropriately charged and organised for use at school. The use of all devices brought on to the premises will need to align with the values and policies of the College at all times. This is the case currently for devices such as mobile phones.
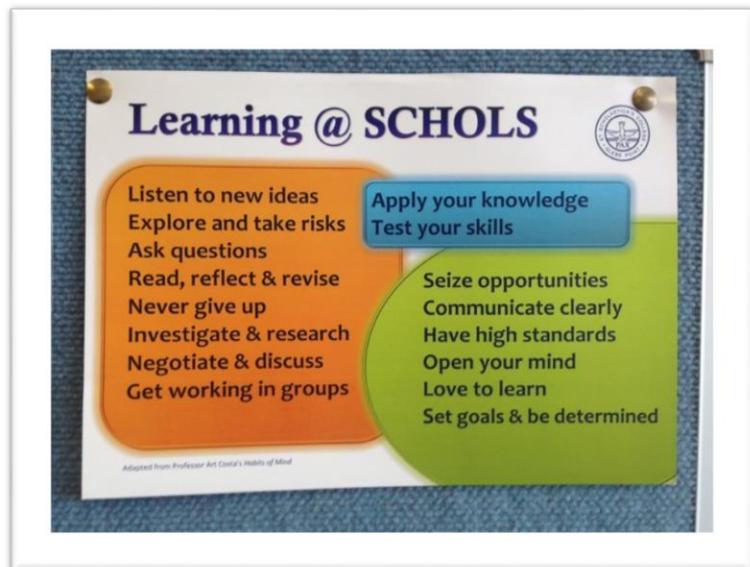
Fig. 1 - St Scholastica's Digital Learning Environment profile

	Primary Device 2015	Primary Device 2016	Primary Device 2017
Year 7	BYO iPad	BYO Notebook	
Year 8	BYO iPad	BYO iPad	
Year 9	BYO Notebook	BYO Notebook	BYO Notebook
Year 10	BYO Notebook	BYO Notebook	
Year 11	BYO Notebook	BYO Notebook	
Year 12	BYO Notebook	BYO Notebook	

- A "primary device" is the device designated for use in the classroom.

St Scholastica's Vision for 21st Century Teaching and Learning

St Scholatica's College has made positive moves to further fulfil the learning needs of our students in line with the *Learning @ Schols* philosophy and within the framework of the College Strategic Plan. This highlights several aspects of active learning that students experience through their learning journey at the school. Technology is not mentioned specifically, and this is intentional: technology can play a valuable role in assisting students in any of these activities, and should be used as appropriate to enhance the learning that occurs.

As the challenges of technological change increase, the role of the school as a 'device manager' is decreased and its role to support students in becoming discerning, proactive and responsible digital citizens increases. The Digital Education Revolution (DER) funding made technology a critical element of many students' learning environments in Australia, but we now are at a moment in time where we can responsibly harness the technology that is already in the hands of students.

> "Rapid and continuing advances in information and communication technologies (ICT) are changing the ways people share, use, develop and process information and technology. In this digital age, young people need to be highly skilled in the use of ICT. While schools already employ these technologies in learning, there is a need to increase their effectiveness significantly over the next decade."
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> *Melbourne Declaration on Educational Goals for Young Australians 2008*

Our perspective is that we want to enable students to use digital technology in a responsible way whilst on College grounds by supporting a strong wireless network through which students can access the internet. With our access to Office 365, our web-based Office suite, cloud storage of files and folders, and an increasing number of web apps and online environments including MySchols, the need for specific devices is diminished in our context.

Our vision for the St Scholastica's digital learning environment will engage parents, teachers, students and the wider community in the learning journey. We look forward to exploring the possibilities of this positive venture with all of you.

Frequently Asked Questions (FAQs)

Which Year Groups will be affected in 2016?
All year groups will be part of the new Digital Learning Environment (DLE). The structure of the DLE 2015 is indicated below:

Year 7 2015 – BYOD
  Year 8 2015 – iPads
    Year 9 2015 – BYOD
      Year 10 2015 – BYOD
        Year 11 2015 – BYOD
          Year 12 2015 – BYOD

> Note: *after* 2016, all students will be part of the BYOD program.

Why did St Scholastica's College move to a Bring Your Own Device (BYOD) environment?
The College recognises that students require access to digital resources in order to engage in contemporary learning experiences. We also acknowledge that students are increasingly able to access their own device and that many tools and resources work across platforms i.e. regardless of whether the device is a Mac or a PC, thus liberating us from choosing specific devices for all students.

Why BYOD and not a 1:1 laptop program at Schols?
BYOD is a philosophical shift away from a school-mandated, en masse approach of delivering devices to providing high-quality learning environments and experiences that are more tailored to individual students' needs.

The College does not specify one device for some students, as indicated above, but provides guidelines for the minimum hardware and software requirements for the devices to operate effectively at the College. The approach of 'Bring your own device' (BYOD), enables families to utilise an existing device from home or purchase one which best suits the child's needs and preferences, in and outside of school. Today's technological world integrates many mobile devices and students should be able to make choices with the technology they use for their own learning. Local IT providers will be presented with a copy of the minimum software and hardware requirements given to families.

How will the College support equity for all students?
We recognise the reality that even under a 1:1 laptop program that some families have greater access to technology than others. The College believes that its role should be to support those families in need of assistance in terms of device acquisition and maintenance. We are committed to providing a Digital Learning Environment that allows equal access to contemporary learning experiences for all students.

Why iPads in Year 8?
We are maintaining our commitment to the 2-year iPad program with Year 8 in 2016. Students will be able to use their iPads, supported by the College with appropriate apps and services, until the end of the year. Should

students choose to 'opt out' at the beginning of Term 4 and bring another device, they may do so in consultation with the IT Department.

What will the College provide to support this DLE in 2016?
The College will:
- Connect students' devices to the wireless network
- Assist students to download school-designated apps to iPads (Year 8 only in 2016)
- Provide printing services at school
- Provide Office 365 with OneDrive for online storage of documents and a school email address
- Provide on-site support for school-issues/designated software, apps and web-based applications
- Provide advice on repair and replacement services
- Provide digital textbooks or other resources as determined by each Academic Coordinator and their faculty

The College will NOT:
- Connect students' devices to home networks, other devices or printers
- Service devices not owned by the College
- Support software installed by the student or a third party
- Support personal email accounts and settings or subscriptions to non-school approved websites or services

How will devices be used in classes?
Some of the things that students will be able to do include:
- Access PDF versions of textbooks and other documents
- View tutorial, learning tasks, text solutions etc. which are now often included on CDs that accompany textbooks
- Use dedicated software to complete subject tasks
- Use the internet to complete research or to use on-line learning activities.
- Create audio, video or presentations to represent ideas
- Use a complete online Office 365 suite to create and edit documents
- Download documents such as homework sheets, revision sheets and past exams from virtual learning spaces provided by teachers
- Use email facilities and other collaborative spaces to enhance communication between teachers & students
- Incorporate new software as it becomes available.

How should devices be used in class?
In negotiation with students, teachers will decide when and how all devices will be used in the classroom environment. All students will be expected to use their devices in a manner that is aligned with the expectations and values of the College. Students will be supported to grow as responsible digital citizens and as such the College will take action, where necessary, to ensure that all students are demonstrating this responsibility in the physical world and the digital world.

How should students store their data?
The College provides Office365 subscription which includes OneDrive storage, similar to Google Drive, allows students to create and store files in a "cloud" environment. This means that the files are available on any device that has the right internet browser (such as Internet Explorer, Google Chrome, Safari or Firefox) or the OneDrive app on iPads.

Students will become familiar with using the College-provided OneDrive as well as their own cloud-based storage areas such as Dropbox and Google Drive to manage their files in a way that is not completely reliant on the device they use.

For files that are high priority or very large, such as video or extended music files, students will need to use a combination of the Hard Drive of their device as well as External Drives to store this. Some cloud-based storage sites allow for very large storage, so this may also be an option.

When my daughter enters the BYOD program, what device should we purchase?
It is expected that they will choose a device that suits the demands of the courses they choose. In particular, elective courses which may have different requirements to compulsory courses.

Minimum specifications are provided on the College Website under the Information Technology page. Please read these carefully so as to avoid purchasing a non-compatible device.

How will students protect their devices?
Students are expected to have purchased appropriate protective bags/pouches that will withstand the trip from home to school, the daily use of the device during the school day and the trip home.

Students need to be aware of how their devices are stored, transported and cared for on a constant basis and should seek the advice of the IT Department if they are unsure as to best practice.

Parents should consider accidental damage cover for the device through their insurance provider. Standard warranty does NOT cover damage such as cracked screens.

If a device is damaged and requires repair, responsibility lies with parents to ensure this happens as quickly as possible. If the school has a short-term loan machine available this may be used in the interim.

Will there be issues of additional weight in school bags?
Depending on devices and the additional equipment required for its use at school, students are most likely to find a decrease to the current weight they are required to carry.

This is also true that where digitised textbooks and other online resources will significantly reduce the weight carried between home and school, as well as during the school day.

How will students access the College network and other services?
Students are required to register their device with the IT Department for access to the College wireless network and the internet. An online device registration form is published on our website on the *Information Technology* page under *Campus Facilities.* Registration must be completed before visiting the Helpdesk for connectivity.

New students will also participate in "induction days" at the beginning of Year 7 where they will be trained in how to establish a network connection and other basic functions needed to connect to the school network. However, in many cases it is already clear that students who have their own devices are highly capable of managing their device in a way that allows them to perform all of the common activities required of them for learning.

As always, the IT Department will be available at appropriate times to offer advice and support where possible.

Will students be required to use pen and paper?
Yes, students will be required to use pen and paper as indicated by the teacher of a particular course. Some teachers may opt to have students use their devices more than others, and this will be aligned to the expectations of the College with regards to a diverse and dynamic learning environment.

For now, a significant majority of class tasks are completed by hand and so students are expected to be well equipped with appropriate exercise books and/or folders as well as pens, pencils and other materials.