Student Devices

Introduction

St Mark's College has a strong focus on Information and Communication Technology (ICT) literacies that will enable students to be successful global citizens in the 21st Century. ICT is a significant aspect of the College's strategic plan, and the College has invested heavily to support this vision.

Over the last few years, the College has implemented a Bring Your Own Device (BYOD) program for students in Year 6 - 12. We are making changes to this program on a staged basis to ultimately work towards the College providing laptops for students.

In 2025, students in Year 6 and Year 10 will be provided with a HP laptop.

Students in Years 7, 8, 9, 11 and 12 will continue with the BYOD program as more school-provided laptops are phased in each year (see table below). Information on the following two pages will provide you with the necessary specifications needed for making a purchase.

The table below depicts the staged process for introducing school-provided laptops:

	Year 6 *In-School use only*	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12
2025	Provided	BYOD	BYOD	BYOD	Provided	BYOD	BYOD
2026	Provided	Provided	BYOD	BYOD	Provided	Provided	BYOD
2027	Provided	Provided	Provided	BYOD	Provided	Provided	Provided
2028	Provided	Provided	Provided	Provided	Provided	Provided	Provided

Students in Year 6 and 10 : Provided with Laptop

HP laptops will be provided to students in Year 6 and 10 in 2025.
From 2026, Year 7 and 10 students will receive a new laptop. Laptops will last for 3 years, Year 7s who received a school-provided laptop in 2026 will receive a new school-provided laptop at Year 10.

Our goal is to provide quality, affordable, accessible Catholic education and the tools needed to support this. We will not be charging families any additional levy for the provision of a laptop. We merely ask that laptops be well looked after and used appropriately for learning.

Software:
These laptops will meet the speciifcations for work required at school and the ICT Team will set up the required software. Only pre-approved software will be available to be installed on these laptops. Students will not be able to install programs or apps without the approval of the College.

Use at home:
Year 6 laptops will be provided for in-school use only.
Secondary students will be permitted to take laptops home.

BYOD : Specifications for Devices

When are purchasing your own device it is vital that families keep in mind the following features, requirements and options when selecting a device.

Battery Life: 6 hours or greater to allow for a full school day. It is requested that all students at school come with a fully charged laptop. The battery should have a full 3 year warranty, or can easily have its battery changed/replaced to ensure all-day computing is still possible in the future.
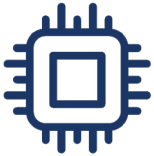
**Processor:** Intel i5 or AMD Ryzen 5 or better.

Weight and portability: This should be appropriate for the user and also able to be carried in a school bag or laptop bag.

Screen size: Most devices are advised to be 13 – 15" and anything smaller than this can impact on eye fatigue if using the device for prolonged periods of time.

Storage: Minimum 128 GB (256 GB Recommended) this will depend on the type of files students will be storing.
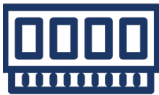
Memory: A minimum of 8GB of RAM. Students wishing to use more advanced software programs should consider 16 – 32GB of RAM.

WiFi: Dual band capability: With many connections to the College network, less interference will be more advantageous with a 5GHz wireless option.

Microsoft Office 365: Provided by the College. Enrolled students are eligible to download and use 5 copies of Microsoft Office 365.

Please be aware that the College holds no responsibility for damage to the devices.
It is strongly recommended to include a three-year Accidental Damage Protection Insurance or Accidental Damage Protection with Loss and Theft Insurance. Any device not covered by one of these insurance plans would be the responsibility of the owner and his or her own insurance company (if applicable).

BYOD : Technical Support

Technical support for BYOD devices is available from the ICT Support staff at both Benedict and Bosco, this will only include:

- Support connecting the device to the College wireless network.
- Assistance with College user accounts (e.g. password reset) and set-up of Microsoft 365.

Please be aware of these limitations:

- All other Maintenance will be the student or parent/caregiver's responsibility for BYOD devices.
- **The College cannot book repairs on your behalf** – students will have to arrange all repairs directly with their own computer manufacturer. This may involve shipping / couriers and / or travel to service centers.
- The College will endeavor to allocate a College loan device if required during repair procedures.

BYOD : Virus Protection

All students must ensure that they have installed and updated virus protection software on their device.

If a student machine attempts to connect to the College network and is found to have a virus the student will be notified and access will be denied until the device has been cleared of any virus.

Viruses can enter laptops through removable media such as mobile phones, Bluetooth devices, USB memory sticks, emails, the Internet (including web browsing, FTP programs and chat rooms).

Tips:
- Do not open any files attached to suspicious or unknown emails.
- Exercise caution when downloading files from the Internet. Save the files to the laptop's hard disk and run the virus scanner on the files before opening them.
- Delete chain and junk emails. Do not forward or reply to any of these.
- Never reply to junk email, commonly referred to as Spam.

BYOD : WiFi

Students will need to connect their device to the College wireless local area network. A wireless network connection is available across the College. Students will be prompted to enter their College username and password when connecting.

By connecting to the College wireless local area network, the student agrees to the conditions outlined in this user guide and the ICT policy.

- Ad-hoc Networks: Ad-hoc networks (the creation of a standalone wireless network between two or more laptops) are strictly forbidden while at the College.
- Wired Networks: Students are forbidden to plug any device into the College's wired network.
- Hacking: No attempts should be made to degrade the performance or integrity of the College network or systems. Hacking is a criminal offence under the Cyber Crime Act (2001). Police assistance will be called upon in all cases.
- Packet Sniffing: Any type of software or hardware device designed to capture or view network data/packets is forbidden.
- VPN, Anonymizers and Proxy Servers: The use of VPN services, proxy servers, connection anonymizers or any other service that attempts to bypass the College's Internet filtering is strictly forbidden.

The following information is relevant to both BYOD and College-provided laptops

ICT Policy

➡ **St Mark's College has an ICT Acceptable Use Policy:**
www.smc.catholic.edu.au/about/general-information

We encourage College families to familiarize themselves with the expectations for both parents/caregivers and students.

Internet Usage at the College

Students can access the Internet through the College's wireless local area network whilst on site. This is monitored and subject to strict filtering.

Students are reminded that inappropriate behaviour can be detected when the devices are connected to the College's wireless network. This could result in breaches to the St Mark's College ICT Policy and subsequent disciplinary action.

External networks such as 4G, 5G mobile networks are not permitted while the student is on a College campus. All Internet access is provided by the College through the College wireless network. Phone tethering and sim-related dongles are not to be used on College premises.

Charging your Device

Students must bring the device to the College each day fully charged.
Students will not be permitted to recharge laptops at the College.

Battery Life: New technology gives much longer life to modern batteries in computers. Students may need to adjust their power settings to ensure that their device will last the full day.

Backing Up your Work

It is important for each student to keep backups of their critical work.

The College recommends that all work should be saved directly to OneDrive. As part of their Office 365 subscription, students have access to 1 Terabyte of OneDrive Cloud storage. Students will be instructed on the setup and effective use of OneDrive at the start of the school year.

The College will not be held responsible for lost work due to a failure to do backups.