ePAL Information Booklet

Pullenvale State School

Revised: 19 August 2021

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OUR VISION

At Pullenvale State School we are committed to building confident, resilient and well-educated young people who are passionate about learning, engaged in their community and well equipped for their futures. The ePAL program aims to provide personalised learning opportunities for students to develop the skills needed to engage with cultural and technological evolution and create successful transitions between home, education, university, employment and lifelong learning.

INTRODUCTION

Pullenvale State School offers an educational program which provides quality learning experiences, an inclusive learning environment and differentiates the curriculum pathway for every student.

In the Australian Curriculum, students develop Information and Communication Technology (ICT) capability as they learn to use ICT effectively and appropriately to access, create and communicate information and ideas, solve problems and work collaboratively in all learning areas at school and in their lives beyond school. ICT capability involves students learning to make the most of the digital technologies available to them, adapting to new ways of doing things as technologies evolve and limiting the risks to themselves and others in a digital environment.

https://www.australiancurriculum.edu.au/f-10-curriculum/general-capabilities/information-and-communication-technology-ict-capability/

To participate in a knowledge-based economy and to be empowered within a technologically sophisticated society now and into the future, students need the knowledge, skills and confidence to make ICT work for them at school, at home, at work and in their communities. Information and communication technologies are fast and automated, interactive and multimodal, and they support the rapid communication and representation of knowledge to many audiences and its adaptation in different contexts. They transform the ways that students think and learn and give them greater control over how, where and when they learn.

WHAT IS ePAL?

The ePAL program is the name Pullenvale State School has given to our BYOD/CYOD program that runs from Year 4 to Year 6. ePAL stands for electronic Personalised Anywhere Learning and involves students bringing a personal device to school to use for educational purposes. For the purposes of this program, "Device" means a privately owned, wireless, electronic piece of equipment running the Windows operating system.

Pullenvale has two options for ways students can participate in this program, BYOD or CYOD. Both these options have minimum specifications and requirements. Please see the relevant sections for additional information about these options.

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BENEFITS OF ePAL

Our students are living in a world where they have immediate access to information anytime and anywhere. Many students' have personally-owned devices that can be used to allow them to learn in their own style and at their own pace. With digital learning, every student can access high quality and rigorous instruction, thereby maximising their opportunity for success in school and beyond.

Specific Benefits include:

- Allows for personalized/differentiated learning
- Improved student learning outcomes
- Improved collaboration
- Give students greater choice and more independence
- It creates a model for lifelong learning
- Smooth transition between home and school
- Provides easier student access to online instructional materials
- Supplements school resources and equipment
- Normalisation of technology

ADVANTAGES OF A WINDOWS DEVICE

- A seamless transition to high school;
- A wealth of apps that are similar or identical to iPad apps;
- Access to information on the Internet when they need it through wireless connectivity;
- Access to rich media including digital stories, images and video;
- Provides simple yet sophisticated text, audio and video-based communication facilities for collaboration with peers, teachers and experts in a local, national or global context;
- Ability to personalise learning and provide work targeted at the correct level for students;
- High student engagement both independent and collaborative.

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BYOD vs CYOD

BYOD stands for "Bring Your Own Device." BYOD is an initiative that will allow students who have personal technology devices to bring them to school. These devices are privately owned and managed with minimal school support.

CYOD stands for "Choose Your Own Device." CYOD is an initiative where students choose to purchase the recommended device through the school. These are considered school-owned and completely managed and supported by the school.

BYOD	CYOD
Privately owned and managed with minimal school support • Use an existing family device or purchase new device **that meets required minimum specifications** • Families responsible for purchase, warranty, repairs and insurance • Families manage and install operating system and software to meet school requirements – **Instructions will be given on how to install EQ's Intune portal and required software.** • School provides access to Microsoft Office programs through educational licensing • School provides technical support for network and internet connectivity issues • School provides basic diagnosis and advice for parents to resolve other issues • Yearly school service fee	School owned, managed and supported • Purchase the device through the school • Includes Departmental managed Operating Environment (MOE) • 3 years Manufacturer Warranty • 3 years Accidental Damage Protection • School manages: • Device purchase • Software installation and configuration • Warranty claims • ADP insurance claims • Technical support and assistance • Yearly school service fee

PROGRAM REQUIREMENTS

Any device which is to be used as part of the ePAL program will need to be registered with the school through the Responsible Use Policy. All apps and software are required to be installed on devices prior to the commencement of the school year. All devices must be durable and be carried in a protective case.

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ePAL PROGRAM COMMITMENT FORM

This letter will require families to identify their chosen pathway for the ePAL program in Year 4. Letters will be received in Term 3 of Year 3. From this information, CYOD devices will be ordered and families invoiced accordingly.

EPAL RESPONSIBLE USE POLICY (RUP)

This document defines the Responsible Use Policy for students involved in the Pullenvale State School ePAL Program. Its main purpose is to encourage the acceptable and responsible use of the facilities available to the students through the provision of clear usage guidelines. Students authorised to use the school's computer systems also have Internet and Electronic Mail access.

The ePAL program is designed to help students keep up with the demands of the 21st century. Helping students become responsible digital citizens will enhance not only what we do in the classroom, but also give students skills and experiences that will prepare them for their future studies and career.

The AUP will be signed in class by students after Teachers have gone through the policy with them.

To be part of the program, Parents will be required to sign the AUP as well and return it to the school.

BYOD MINIMUM SPECIFICATIONS

- Laptop or Tablet with a keyboard
- **FRESH CLEAN INSTALLATION** (Factory reset on repurposed devices) of Microsoft Windows 10 (prefer Windows 11) in either HOME or PRO modes. **S MODE IS NOT ACCEPTABLE**
- Minimum 6 hour battery life – no charging allowed at school
- CPU i3 *(highly recommend i5)*
- RAM MIN 4GB *(highly recommend 8GB)*
- Hard drive size minimum 120GB SSD *(highly recommend 256GB)*
- Screen Size minimum 10 inch touchscreen *(highly recommend 14")*
- **Working** USB Port
- Robust design *highly recommended*
- Lightweight *highly recommended*
- Accidental Damage Protection *highly recommended on newly purchased devices*
- Insurance & 3 year Warranty *highly recommended on newly purchased devices*

Required software:

Microsoft Office FREE download, Department of Education and Training including Word, Excel PowerPoint, OneNote **Please uninstall any supplied versions and install this EQ version**

Google Chrome Browser

Adobe Reader

Java

VLC Program

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CYOD DEVICE SPECIFICATIONS

Dell Latitude 3120 Education Series

CPU Processor - Intel Pentium Processor N6000 Processor
Quad Core, up to 3.1 GHz, 4M Cache, 6W
CPU Family - Intel Jasper Lake
Memory - 8GB Dual Channel 2400MHz DDR4.
Hard Drive - M.2 256GB PCIe NVMe Class 20 Solid State Drive
Optical Drive - No Optical Drive
Video Input - Intel HD Graphics
Network - Intel Dual Band Wireless AX 201 802.11ax 2x2 WiFi
Bluetooth - Bluetooth 5.1
IOPorts - 2x USB 3.2 Gen 1
1x USB Type-C
1x HDMI
1x Headset/mic combo jack
1x Wedge-shaped lock slot
Camera - Integrated Video Webcam with Microphone
Keyboard - Spill and Pick Resistent Keyboard
Mouse - Multi-Touch Touchpad
Battery - 3-Cell, 40 WHr Polymer, ExpressCharge capable
Form Factor - Width: 300.8mm
Depth: 204.8mm
Height: 20.9mm
Starting weight: 1.35Kg
OEM OpSystem - WIN11 Pro - National Academic License 64Bit
Managed OpEnv - MOE 5 WIN10 64Bit v20H2.6
Pdct Category MatGrp - 43211503
DoE Contract Number - DET84891
Audio - Integrated High Quality Speakers
DoE Sourcing Strategy - 4
Configured Options:
11.6 HD 1366 x 768 WVA Touch Screen 16:9 with Dragontrail Pro Glass and MS MPP Pen Support. Also includes Rubberised LCD surround.
Latitude 3120 2-in-1 3 year ProSupport Plus Next Business Day on site or return to base dependent on location, including 3 year Battery, ADP Zero Excess and 4 year Absolute Control for DoE License

DIGITAL LITERACY/ICT CAPABILITIES

The Australian Curriculum provides an [ICT Capability Learning Continuum](#) which guides the organisation of our ePAL program across year levels.

Initially the students will be learning more about the device operating system:

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- Downloading and using a range of apps
- Accessing the wireless network
- Managing their work – saving and storing
- Collaborating with others
- Creating and publishing their learning

We see the classroom as a blended environment. 1 to 1 access to technology will enable students and teachers to choose from a wider variety of tools at any given time. Together decisions will be made about the most effective way that students can craft their work and create, showcase and share their learning with others. At different times this will include the use of books and pencils, posters and keynote or PowerPoint presentations and iMovie or Moviemaker opportunities – other tools we will discover together.

Our classrooms will be more connected to students' lives and the digital world in which we live. Learning will become more student driven and personalised. 1 to 1 will give teachers the opportunity to plan experiences for their students to apply and broaden the skills and knowledge they have developed in the early years of primary school. Students will have at their fingertips access to one of the most effective tools to bring the real world into the classroom.

DIGITAL CARE AND SECURITY

They will also be learning about responsible care and use:

- Caring for the device and ensuring it is charged and ready to use each day
- Accessing the internet and apps in a responsible and timely manner
- Understanding the ePAL Student Participation Agreement

DIGITAL HOMEWORK

Homework at Pullenvale State School can include o*ptional online tasks* such as Reading Eggs, Reading Eggspress or IXL may be given. With a 1 to 1 device program like ePAL, students can have access to revision work or work needing extra time easily at home on their own device.
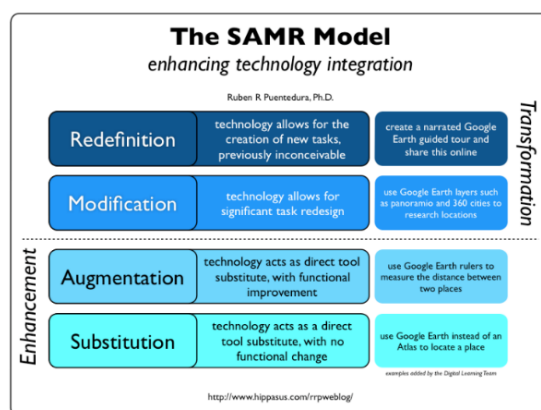
DIGITAL PEDAGOGICAL PD

Staff at Pullenvale State School have been using and integrating a range of technologies for many years to improve their knowledge and skills, pedagogy, differentiation and deep content connections. The staff will continue to be supported through our Professional Learning Community, ongoing Professional Development and sharing of best practice and latest research.

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DEVICE USAGE

Using technology will not be done for the sake of it, it will be accessed when it is thought to be the best tool for the situation. There will be some lessons/blocks of the day or even whole days when technology is not required, or not thought to have any benefit for the learning that is going on. Alternatively, there will be some days, where using technology may happen in every lesson. There will not be a fixed amount of time for using technology, it is a tool that students shall have with them in the classroom to use when it is appropriate. We still see a need for students to use pencil and paper and to practise handwriting. The staff at Pullenvale will be influenced by the SAMR model (see below) to develop teaching and learning experiences for students that are authentic, meaningful and match the skills needed to live in the 21st century.

EVALUATION OF THE ePAL PROGRAM

We collect data, mainly qualitative in nature, which provides an insight into several areas including levels of engagement and motivation, levels of engagement within curriculum areas, ability to work independently, and the facilitation of creative approaches to demonstrating and communicating understanding. We also seek feedback from teachers, parents and students via surveys and focus group sessions. The school also has an ICT Committee, consisting of staff across year levels, that meets to determine strategic direction, teaching and learning, and human and financial resources relating to ICTs across the school.

PURCHASING A DEVICE

Students choosing to CYOD, will be invoiced through the school and payment is required prior to receiving the device in January before the school year begins. Payment plans are available. Please contact the school office and our Business Manager will arrange this with you.

Students choosing to BYOD, can choose to use a device that you already own, or purchase a new or used device. You may visit any store of your choice to make purchases. Second hand devices are allowed, however not recommended. All devices will need to meet the **minimum specifications** outlined by the school. Devices must be set up and ready to go by the start of the school year.

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DEVICE LONGEVITY

Generally, devices have a life span of 3 years before needing to be replaced or upgraded. Although, when treated well, the device will continue to operate well past this timeframe. At Pullenvale, our ePAL program begins in Year 4 to enable the use of device for 3 years before students begin high school with different device requirements.

EQUITY & ACCESS

The school will offer shared school devices in Prep to Year 3. These devices will be pre-booked by teachers and accessed on a planned basis. School owned devices will not be permitted to go home with any student. Students in Years 4 – 6 who cannot negotiate an appropriate payment plan, can have access to shared school devices on a timetabled basis.

TECHNICAL ISSUES

The school employs an IT technician to support technology across the school, including the ePAL Program. Students will seek technical support through their classroom teacher who will contact the IT Technician if required.

All warranty issues on the CYOD program are to be addressed through this process as well.

Teachers will continue to be trained on how to best utilize technology to enhance the learning experience and learning outcomes of their students, although they are not expected to be technical experts.

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