



LABORE ET HONORE

BRING YOUR OWN DEVICE

2026 ICT HANDBOOK

IPSWICH GRAMMAR SCHOOL

Exceptional **PERFORMANCE**

We will challenge ourselves and our boys to be exceptional performers. This is a statement of intent, an aspiration, and a call to action. We understand that we may falter at times but we are compelled to commit to this standard. In doing so we will generate the energy and purpose that are fundamental to great schools.

INFORMATION FOR STUDENTS COMMENCING IN 2026

Ipswich Grammar School's Bring Your Own Device (BYOD) allows students to bring a device of their choice to the school, provided the device meets the school's minimum specification requirements. By bringing a device of choice, students can personalise their learning and adapt technology to suit their individual learning styles, rather than working with a device that has been prescribed for them.

INFORMATION SERVICES LEVY

The ICT Levy is not directly related to device provision and is billed with school fees to contribute towards infrastructure such as:

- network
- print/copy
- storage
- software

BYOD SPECIFICATIONS - WHERE TO START?

Ipswich Grammar School has provided a list of recommendations and guidelines for the devices we believe are the best fit for teaching and learning outcomes. The school has a purchasing portal with added benefits such as onsite repairs.

All devices we recommend use a Stylus. Stylus pens are an all-in-one solution for students who like writing by hand but want the digital convenience associated with typing.

OPERATING SYSTEM

The school's required operating system is Windows 11 for all Year 7 to 12 students.

To allow for important educational software, such as Adobe Creative Cloud and Autodesk, to be installed, **some systems are ineligible** for BYOD. These include Windows RT, Apple Laptops, Chromebook, Android Tablets, Apple iPad Pro and iOS.

DO I NEED TO PURCHASE SOFTWARE?

Software listed below is included with Ipswich Grammar School education licensing. Required software such as Creative Cloud and Office 365 will be installed during onboarding. Other software will be available in our portal to download.

This includes software such as:

- Microsoft Office 365
- Windows 11+ Education
- MYOB
- Adobe Creative Cloud Suite

MINIMUM DEVICE REQUIREMENTS

Laptop Components	Specifications
Wi-Fi	Wireless support 5Ghz standards (802.11 ac)
Battery life	Recommended: 10+ advertised hours
Touch Screen	Touch screen with Stylus Display must be a minimum of 11.6" Screen resolution of at least 1024 x 768
Processor	Recommended : Intel i5
Storage	Minimum: 256GB Solid State Drive (SSD) or larger
Memory	Recommended: 16G RAM or more
Keyboard	Required
Accidental Damage Protection (ADP)	Recommended
Warranty	Minimum: 3 years
Operating System	Recommended: Windows 11
Peripherals	Cordless Bluetooth Mouse Optional

DEVICE EXAMPLES

General Purpose Year 7 to 8	General Purpose Year 9 to 12
ASUS B1402 i3 / 16GB / 256GB	ASUS B3402 i5 / 16GB / 512GB

Students taking electives such as Digital Arts are advised to follow the Year 9 to 12 Device examples



WHERE TO BUY DEVICES?

COMPUTER ALLIANCE

Ipswich Grammar School has a partnership with Computer Alliance to give you a selection of what we believe to be the best devices for teaching and learning, offering education pricing and onsite repairs if required.

ASUS devices listed on this portal already have Warranty and Accidental Damage Protection included as standard.

Phone : 1300 084 891

<https://www.computeralliance.com.au/portal/ipswich-grammar-school>

Password : IGS

RETAIL

While you can still purchase a device from anywhere we highly recommend devices and specifications we have listed on the previous page.

Make sure you are aware of the nominated repair time before purchase should your device need to be repaired as retail purchases often do not include onsite repairs and incur long repair times.

You should also check if the retailer offers Accidental Damage repair or replacement options.

INSTALLATION AND SETUP

Information Services offers onboarding sessions before school resumes to assist in your son's device setup.

During the onboarding session IT Staff will:

- set your son's password
- unbox and install updates
- install Office and Adobe Applications
- install School Printer
- ensure your son is connected to the IGS Wireless Network
- setup Onedrive for storing his files

IT Staff are happy to assist parents with the IGS App during the session.

This process should take approximately 40 minutes but may take longer depending on the device.

Book an onboarding session here <https://www.ipswichgrammar.com/ICTBookings>

STORAGE

Ipswich Grammar School has made provision for data storage and file management by providing cloud based storage for student and teaching requirements.

USER ACCOUNT MAINTENANCE

Passwords will need to meet the following criteria:

- Minimum of 13 characters
- Password will be case-sensitive

Ipswich Grammar School recommends using passphases or patterns for a stronger password *e.g. three or more randomly chosen words with spaces. (example; mergers decade manager)*

EXPECTATIONS

All use of personal devices should support student learning and will be utilised at the discretion of the teacher.

Students are to take responsibility for the condition and upkeep of their personal devices.

Devices are brought to school fully charged.

Incomplete tasks due to devices being left at home or a fully discharged battery are the student's responsibility to finalise through negotiation with their teacher.

Loss of data will not be an excuse for work not being submitted on time and will have to be redone. It is the student's responsibility to ensure all data and shared files/assignments are saved on OneDrive (Included with Ipswich Grammar Office 365 licence).

BACKUP

OneDrive will have some protection in place as active data is stored on both on your PC and the Cloud:

- Software such as Word, Powerpoint and Excel support document version control
- IGS recommends using another backup tool for an extra layer of protection of your data

SECURITY

Windows 11 comes with some base line antivirus software and offers protection providing you keep all Windows updates installed. Additional Antivirus software such as Norton Antivirus or Macafee are optional but not required.

CYBER SAFETY

Ipswich Grammar School monitors all student internet activity while on campus with reporting of websites, wellbeing and cyber safety filters in place, alerting Heads of Year of any suspicious activity.

Information for parents relating to online safety can also be found for cyber safety when not at school at: <https://www.esafety.gov.au/parents/>

LEARNING MANAGEMENT SYSTEM (LMS)

Schoolbox provides students with access to information relevant and personalised to them and their family. This includes:

- communication
- access to IGS Calendar
- student timetable
- group pages (such as Sport and Activities) information.

Ways to access Schoolbox:

- via the Schoolbox link on the top right of the ipswichgrammar.com homepage
- going to <http://schoolbox.ipswichgrammar.com>
- downloading the IGS Mobile App.

CONTACT

If you would like to know more information or you need some guidance in choosing a device for your son, please contact Information Services.

Email: InformationServices@ipswichgrammar.com

Phone: +61 7 3813 9653

Hours: 8:00am to 3:30pm Monday to Friday (Excluding Public Holidays)



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