

Tallygaroopna Primary School Bring Your Own iPad Policy & Acceptable Use Agreement (2021)



Introduction

Again in 2021, Tallygaroopna Primary School will allow its 5/6 students to bring their own iPads from home to support their learning in the classroom. This document provides guidance to the school community in relation to the management of students' iPad usage at school.

Rationale

As a school, we have determined that iPads are an effective learning tool that will facilitate our students' development of 21st century learning skills. Integrating iPads more readily, especially into the senior classroom, represents an exciting time for our school and students. Teachers are dedicated to ensuring that iPads are used as a tool to support and engage students in a safe and positive learning environment.

This policy informs parents and students of the guidelines and consequences that will be in place to minimise the potential issues that may arise from students using their own device at school. We will work hard to make these expectations clear and implement strategies to ensure that students are able to make effective use of their personal iPads in the classroom.

Responsibilities

Responsibilities of Students

- Students must use their iPad responsibly. General school rules for student behaviour, conduct and standards will apply.
- When using iPads at school, students must adhere to the details outlined in this policy along with those stated in our eSmart policy.
- iPads are to be brought to school fully charged each day; it is not safe or practical to have numerous students trying to access power points during learning time.
- Students must sign the attached *BYO iPad Acceptable Use Agreement* to show that they understand and accept the school's guidelines and expectations.

Responsibilities of Parents/Guardians

- Parents/guardians are required to take responsibility for conveying the importance of the policy guidelines in this document.
- Parents should monitor their child's use of their iPad at home (including access to apps, media and information sources).
- If parents are worried about their child's iPad use at school, it is their responsibility to inform their child's teacher.
- iPad maintenance is the responsibility of families, the school's IT Technician will only assist in solving network connectivity issues.
- It is recommended that students use iPads capable of running Apple's latest version of iOS (operating system).
- Parents/guardians must also sign the attached *BYO iPad Acceptable Use Agreement*.

Responsibilities of Teaching Staff

- School teaching staff will monitor appropriate care and use of iPads during school hours.
- Teachers will provide guidance and instructions in the appropriate use of resources such as the use of approved apps and access to the internet.
- Teachers will create a list of classroom rules for iPad usage that will be displayed in the classroom and made visible to students at all times.
- Staff will follow up any school network connectivity issues with the school's IT Technician.

Responsibilities of the School

Tallygaroopna Primary School will:

- continue to integrate ICT across the curriculum to create and expand learning and teaching possibilities to engage its students.
- inform the school community of any amendments that are made to this policy.
- regularly provide information to the school community about cybersafe practices and the responsible and effective use of iPads.

Guidelines for Proper Care of iPads

- iPads must come to school in a protective case (Otterbox or Griffin Survivor cases are recommended).
- Students' iPads will be kept at a storage station at the front of the classroom during school hours, unless they are being used.
- Classrooms will be locked during lunch and recess play.
- **It must be understood that student iPads are the responsibility of the students. Tallygaroopna Primary School and the Department of Education cannot be held responsible for the loss, theft or damage of an iPad. It is strongly recommended that parents/guardians seek appropriate insurance for their child's iPad.**

BYO iPad Usage

At Tallygaroopna Primary School, we have the responsibility to make sure that iPads (or any other technology) is not used for any illegal purpose and that they are primarily used as an education tool. This means that when students install any of their own apps or games, they must abide by censorship ratings. Students should not have access to Facebook as this app is rated for those over the age of 13 years.

- It is the parent's responsibility to monitor and approve the apps/games that their child is accessing on their iPad at home.
- **Only apps that have been included on Tallygaroopna Primary School's App List can be used at school.** It is likely that this list will be updated throughout the year and this will be communicated with the school community.
- iPads will only be used under direct teacher supervision. They are not permitted to be used on the bus, during breaks, or out in the yard (unless this is supervised by their teacher).
- If requested by staff, students must unlock their devices to show what applications are running and/or what website is being accessed.
- If students do not adhere to any of the guidelines stipulated in this document, they will lose their BYO iPad usage for one week. If they continue to use their iPad inappropriately, or their misuse has been deemed as extremely inappropriate, the BYO iPad privilege for that

student may be revoked entirely. This may also include taking away students' access to any ICT school equipment.

- Students must sign the *BYO iPad Acceptable Use Agreement* and have the required free apps, listed on Tallygaroopna Primary School's App List, before their device comes to school.

It is recommended that parents/guardians create their own Acceptable Use Agreement for home use.

Internet Safety

When using iPads on the school network, the same measures stated in our eSmart policy will be undertaken to protect students. This includes the filtering of sites and the monitoring of student activity.

Students must not deliberately enter or remain on any site that has any of the following content:

- nudity or obscene language
- violence
- information about illegal activities
- information about making and using weapons, dangerous practical jokes or revenge activities etc

During school hours, students must:

- only access websites approved by the teacher
- only access apps that were included on Tallygaroopna Primary School's App List
- notify their teacher if they accidentally access any inappropriate material (they should cover their iPad immediately and notify their teacher, without showing their peers)
- only use the school's wireless network and not their own personal network or internet connectivity devices, such as VPNs (this can easily be monitored by teachers)
- only use their own iPad or the school's iPads
- not reveal personal iPad passwords or network passwords to their peers
- not download content that has not been approved by their teacher or parent/guardian
- not change any settings on their own or others' iPads
- not store inappropriate files on their iPads

Social Networks

Social networking platforms such as Facebook, Instagram, Snapchat and Twitter will **not** be part of the school program. The school will not take any responsibility for incidents that occur outside of school hours using these networks.

Parents/guardians should be aware that many of these social network sites/apps have minimum age requirements to join. For example: Facebook – 13 years old and Instagram – 13 years old.

If you have any concerns about this policy/agreement or ideas for making the policy/agreement better, please contact Mr David Brodie.

For further support with online issues, students can call Kids Helpline on 1800 55 1800. Parents/guardians can call Parentline 132289 or visit <https://esafety.gov.au/>

The agreement below must be signed by individual students who wish to utilise the BYO iPad option. As students will have their own device, it is not appropriate for siblings to sign one agreement.

iPads are not permitted at school unless the Bring Your Own iPad policy has been read and the Acceptable Use Agreement has been signed.

**Tallygaroopna Primary School
BYO iPad Acceptable Use Agreement – 2021**

I have read the responsibilities and guidelines outlined in the BYO iPad policy carefully and understand the significance of the conditions and agree to abide by these conditions. I understand that any breach of these conditions will result in my BYO iPad privileges being suspended or revoked.

Student Name:

Year Level:

Student Signature:

Parent/Guardian Signatures:

Date:

Completed forms should be submitted at the Office.