



# BYO iPad Charter

## 2023

Including BYO iPad Classroom Expectations and Participation Agreement



***'Technology in Action'***

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## Overview - BYO iPad Program

Bring Your Own (BYO) iPad is being offered at Norman Park State School as a pathway for supporting the delivery of 21<sup>st</sup> century learning. It is a term used to describe a personally owned iPad that meets the school's minimum specifications and can be connected to the Department of Education and Training's (DET) managed internet service.

### The BYO iPad Program

- Enables personalisation of student learning through access to rich learning resources;
- Best facilitates the development of knowledge and skills necessary for the 21st century workforce, including digital-age literacy, innovative and creative thinking, effective communication and high productivity;
- Allows continuous access to educational materials allowing learning efficiency to happen anywhere, anytime;
- Provides an engaging, interactive environment for learning;
- Strengthens links between home and school, giving parents the opportunity to see, every day, what their child is learning at school and have relevant, timely, accurate and quality conversations around student learning and progress;
- Allows students the opportunity to display prior knowledge of topics and thus be co-constructive in their own learning journey.

## iPad Specifications

- We recommend the Apple iPad 9th generation 256GB (2022), or above, for all families purchasing a new device for BYO in preparation for the upcoming school year.
- Previous devices are acceptable, however will not run some apps that may be required for curriculum purposes and may not be able to be updated to new operating system releases.
- All storage versions are supported in the BYO iPad program at Norman Park State School.
- Apple devices meet the specifications for DET and will work quickly and easily on our network at school and for you at home (Internet access is via wireless).
- The iPad mini does not meet the requirements and specifications for a device at school. It does not support some teaching and learning needs and is not compatible with NAPLAN Online.
- We do not recommend the purchase of a cellular enabled device. A Wi-Fi only model will reduce the cost of the device significantly without compromising the student's ability to complete school tasks. Students are required to access the internet and resources through the school's DET wi-fi network while at school. Use of mobile data while at school is in breach of the school's BYO iPad program.

## **Information about BYO iPad usage**

### **Charging the device**

iPads brought to school will need to be fully charged. The school will have a number of iPad power supplies to charge the iPad in the event of a battery being depleted.

### **Web filtering**

The internet has become a powerful tool for teaching and learning, however students need to be careful and vigilant regarding some web content. To help protect students (and staff) from malicious web activity and inappropriate websites, the school operates a comprehensive web filtering system. Any iPad connected to the internet through the school network will have filtering applied.

The filtering system provides a layer of protection to staff and students against:

- Inappropriate web pages
- spyware and malware
- peer-to-peer sessions
- scams and identify theft.

This purpose-built web filtering solutions takes a precautionary approach to blocking websites including those that do not disclose information about their purpose and content. The filtering approach applied by the DET represents global best-practice in internet protection measures.

While all Internet traffic at Norman Park State School is filtered and monitored, parents are encouraged to monitor their child's use of the internet outside of school.

### **Privacy and confidentiality**

Use of the school's ICT network is secured with a unique student user name and password. The password must be kept private by the student and not shared with others. The department regularly requests the changing of passwords.

Students must not use another student or staff member's username or password to access the school network or another student's iPad, including not trespassing in another person's files, home drive, email or accessing unauthorised network drives or systems.

Additionally, students should not divulge personal information via the internet or email, to unknown entities or for reasons other than to fulfil the educational program requirements of the school. It is important that students do not publish or disclose the email address of a staff member or student without that person's explicit permission. Students should also not reveal personal information including names, addresses, photographs, credit card details or telephone numbers of themselves or others. They should ensure that privacy and confidentiality is always maintained.

### **Monitoring and reporting**

Students should be aware that all use of internet and online communication services can be audited and traced to the account of the user.

## **Security and insurance**

BYO iPads will be securely stored during break times in the classrooms. Responsibility for loss or damage of an iPad at home, in transit, and at school belongs to the student and parent. Parents are encouraged to seek accidental damage and warranty policies at the point of purchase to minimise financial impact and disruption to learning should an iPad not be operational.

## **Damage in transit**

All iPads will require a protective case when being transported. This will be an additional cost but is well worth the outlay as it is the best form of insurance for iPads and will often protect the device from impacts and accidents. An additional sleeve to place the iPad in, is also recommended.

## **Damage at school**

All devices are monitored by teachers at school and rules are in place to prevent foreseeable problems and damage however, from time to time, accidents may occur. If any damage to a device is through negligence of the school, the school will cover the cost of repair. If damage is caused by deliberate or careless actions of a student (owner or others), the costs of repair will be passed onto those involved and necessary behaviour consequences may apply. The decision around the responsibility for repair costs is at the discretion of the Principal.

## **Misuse and breaches of acceptable usage**

Students should be aware that they are held responsible for their actions while using the internet and online communication services. Students will be held responsible for any breaches caused by another person knowingly using their account to access internet and online communication services.

The school reserves the right to restrict/remove access of personally owned mobile devices to the intranet, internet, email or other network facilities to ensure the integrity and security of the network and to provide a safe working and learning environment for all network users. The misuse of personally owned mobile devices may result in disciplinary action which includes, but is not limited to, the withdrawal of access to school supplied services.

## **Unacceptable use of an iPad**

Examples of unacceptable use

- downloading, distributing or publishing of offensive messages or pictures
- using obscene, inflammatory, racist, discriminatory or derogatory language
- using language and/or threats of violence that may amount to bullying and/or harassment, or even stalking
- insulting, harassing or attacking others or using obscene or abusive language
- intentionally damaging any devices and/ or equipment
- using unsupervised internet chat
- accessing mobile networks during the school day
- using the device's camera anywhere a normal camera would be considered inappropriate, such as in toilets
- invading someone's privacy by recording personal conversations or daily activities and/or the further distribution (e.g. forwarding, texting, uploading, Bluetooth use etc.) of such material
- students should not divulge personal information (e.g. name, parent's name, address), via the Internet or e-mail, to unknown entities or for reasons other than to fulfil the educational program requirements of the school
- students will not upload or distribute any photos or videos to other students, staff or community members onto public media sites
- students will not use their iPads during lunch breaks or before or after school whilst on school property

## BYO iPad FAQs

Q: Why allow only iPads and no other mobile devices or laptops?

A: *We believe in a consistent approach to ensure best productivity with regards to maximising student learning outcomes and providing technical support to students and parents when necessary.*

Q: How much of the day will the iPads be used? Will the students still be using pencil and paper as well as handwriting?

A: *Yes, students will still continue to use pencil and paper and to practise handwriting. The amount of time that students will spend on their iPad each day will vary from year level to year level, class to class, student to student and even day to day. The amount of time will also vary, based on how well the iPad, as a tool to support learning, benefits individual students.*

Q: Will the iPads be managed at home or at school e.g. loading apps, updating the device?

A: *The iPads will need to be managed at home, however, we can provide some technical support at school if the need arises. The list of required apps will be provided to parents. Parents can choose to load additional apps that are not necessarily required by the school however the use of such apps that are not of educational value, will be limited at school.*

Q: Will I be expected to purchase a brand new iPad and do I have to purchase from a particular store e.g. Apple?

A: *No, you can choose to use an iPad that you already own or purchase a used iPad. We will not recommend a store where you can purchase an iPad. We do not endorse any one store however the Apple store can support you to setup the device.*

Q: Should we purchase a case/cover for the iPad and if so, which one should we buy?

A: *Yes, a case/cover is required for your child's iPad. A fully enclosed case with a clear tempered glass screen protector may be the most protective case for an iPad. We recommend that the case should protect both the front and back of the iPad. We will not recommend a store where you can purchase a case or cover. You should also consider purchasing a waterproof sleeve to put the iPad (in its case) inside e.g. wetsuit material, in case of drink spillage in your child's bag.*

Q: Should we purchase a screen protector?

A: *You should consider purchasing a tempered glass screen protector to help protect the iPad glass screen from damage.*

Q: Is a separate keyboard required?

A: *A separate keyboard is not essential, however it is recommended that students have one.*

Q: Will students continue to have access to computers and other technologies?

A: *Yes. All students at Norman Park SS will continue to have access to computer labs and other relevant technologies to support them with their learning.*

Q: Can my child bring a SIM enabled iPad without the SIM?

A: *Yes. The reason we do not want external controlled Internet access is that by the students going through our school wireless, they are also going through Education Queensland Internet filters, helping prevent and protect our students from accessing inappropriate content.*

Q: Are we required to purchase a stylus pen?

A: *No, you are not required to purchase a stylus pen, however, if students own one, they may bring it to school.*

Q: When buying a used iPad, what do I need to be aware of?

A: *Every iPad has a serial number and with this number, Apple can track the date and place of purchase, length of any remaining warranty, and whether it has been reported as stolen. Before buying a used iPad, it may be worthwhile noting the serial number and contacting Apple Care.*

Q: Is my child required to know our Apple ID and password?

A: *No.*

## Required Classroom Apps

Apps have been selected by teachers to best support student engagement and learning, as a part of the Norman Park State School BYO iPad Program. Please tick off each App as they are downloaded.

✓		Keynote		Clips		iMovie
		Pages		Any Calculator		NAP Browser
		Numbers		Adobe Acrobat Reader for PDF		iBrainstorm
		Word		Adobe: PDF Scanner & OCR		Socrative Student
		Excel		Shadow Puppet Edu		Doceri Interactive Whiteboard
		PowerPoint		VLC media player		Popplet Lite
		Microsoft Teams		Geoboard coordinates cartesian		Duolingo
		OneNote		Minecraft Education		Padlet
		Microsoft OneDrive		Seesaw Learning		Smiling Mind
		Blockly for Dash & Dot Robots		Wonder for Dash & Dot Robots		Scratch Junior
		Go for Dash & Dot Robots		Dash & Dot Robot Stickers		<b>YEAR 3s ONLY</b> Targeting Maths 3 \$9.99





## Norman Park State School

### BYO iPad Classroom Expectations and Participation Agreement

At Norman Park State School, the student code of conduct is

1. I will bring my personal iPad to school each day fully charged.
2. I will ensure my personal iPad is kept in my school bag before 8.40am and after 3.00pm.
3. I will only have my iPad open when it is being used, otherwise it will be shut on my desk.
4. I will only touch my own iPad.
5. I will only connect to the school's DET's managed internet service. I will not access the internet using mobile data.
6. I will only use school approved apps and access school approved websites when at school.
7. I will only use my school email account for mail related to my learning.
8. I will not use messaging apps to communicate during school time.
9. I will not share my account name and passwords with anyone.
10. I will only take photos, videos, and voice recordings on my iPad when instructed by my teacher.
11. I will immediately report any accidents or breakages to my teachers and parents.
12. I will allow my teachers and parents to perform checks to monitor the apps and websites which I visit.
13. I am responsible for the security and use of my iPad while at school.

I have read and understand the Norman Park State School BYO iPad Charter and the Norman Park State School BYO iPad Classroom Expectations and Participation Agreement and agree to abide by these guidelines.

I understand that these expectations also apply when using other school technology equipment.

Student Name: \_\_\_\_\_ Parent Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_