



# St. Joseph's Catholic Primary School

## One to One Frequently Asked Questions

### *Years 3,4,5 and 6*

Student's Name \_\_\_\_\_ Class \_\_\_\_\_

#### **1. Will students be able to use Social Media on the iPad?**

Students will not be able to access social media at school.

#### **2. Could a student have their iPad taken from them?**

Yes. The School reserves the right to remove this privilege. The iPad will be removed if a student is in breach of our Policy on Acceptable Internet Use and the iPad Code of Conduct and Agreement Policy. Parents will be contacted should there be a breach of policy in regards to iPad use.

#### **3. What happens if another student damages your iPad?**

The iPad Code of Conduct and Agreement Policy strictly states that iPads are not to be loaned to other students and must be kept in a safe place at all times. However, in the instance where an iPad is accidentally or maliciously damaged by another student, the incident should be reported immediately to your teacher. Your teacher will then follow strict protocols that will involve consultation with the school Leadership Team to find a satisfactory solution.

#### **4. What happens if the iPad just stops working?**

Any issues with the technical operations of the iPad need to be brought to the attention of your teacher and parents as soon as possible. Parents will need to make plans to have the device fixed or replaced as soon as possible.

#### **5. Can a student use their iPad if the screen is damaged?**

No, as the tiny shards of glass and the harmful chemicals that could seep out, may cause injury to you. If this has occurred tell your class teacher or parents immediately.

#### **6. Will students use their iPads at recess and lunch?**

No, the iPads will be locked in the classroom during break times.

## **7. Charging your iPad's Battery**

iPads must be brought to school each day in a fully charged condition. Students need to charge the iPads every evening. Chargers should be left at home and not come to school. There will only be limited charging facilities at school. A note will go home to parents informing them that your iPad was not charged.

## **8. Wallpaper/Background photos**

Inappropriate media may not be used as a wallpaper or background photo. A password to lock the screen is not to be used.

## **9. Printing**

Printing is available with the iPad on a very limited basis. Printing at home would require a specific make/model printer at this time, proper settings on the iPad, capable iPad apps, and/or certain applications on the home computer.

## **10. Sound**

Sound must be muted at all times unless permission is obtained from the teacher for instructional purposes.

## **11. Home Internet Access**

Students are allowed to set up wireless networks on their iPads to assist them with iPad use while at home. Printing at home will require a wireless printer.

## **12. Penalties for Misuse**

If a student breaches this policy by using IT in an unacceptable, inappropriate or unethical way, the penalties will be in line with the school's Behaviour Management policy, and range from:

- a warning to the student
- the student's access to the computer network being either suspended or revoked

## **13. Care and Maintenance of the iPad**

1. The care of the iPad is each student's responsibility.
2. Never leave an iPad unattended. When not in your personal possession, the iPad should be in a secure, locked environment.
4. The iPad has a protective case to help minimize damage. The iPad must remain in the protective case at all times.
6. The iPad is an electronic device and care must be exercised when handling the iPad. Never throw or slide the iPad or a book bag that contains an iPad. Never carry the iPad in the same school bag compartment as your lunchbox and drink bottle. Avoid placing weight on the iPad.
7. Avoid applying liquids to the iPad. The iPad can be cleaned with a soft, slightly water-dampened, lint-free cloth. Avoid getting moisture in the openings. Do not use window cleaners, household cleaners, aerosol sprays, solvents, alcohol, ammonia, or abrasives to clean the iPad. Use of unapproved cleaners may remove the protective film covering the face of the iPad.

8. While the iPad is scratch resistant, the iPad will scratch. Avoid contact with sharp objects. Commercially produced screen protectors can be purchased to protect the screen.
9. Never expose an iPad to long-term extremes in temperature or direct sunlight. Do not store your iPad in a car.
10. Your iPad comes with ports for charging and other accessories. Care must be exercised when plugging and unplugging accessories.
11. Each iPad has a unique serial number and identification sticker. At no time should these numbers or stickers be modified or removed.

#### **14. Unacceptable Use**

1. Identity theft will not be tolerated
2. Using ICT without permission or without supervision by a teacher.
3. Visiting any site that has not been approved by the teacher.
4. Using the Internet to access offensive or inappropriate information.
5. Interfering with emails or files belonging to others.
6. Downloading anything without the teacher's permission.
7. Bullying, frightening, annoying or upsetting a person using the iPad is strictly prohibited.

Unacceptable Use of the iPad's will result in the iPad being confiscated and unable to be used during class time. Each case of unacceptable use will be unique and will be handled on a case by case basis in consultation with parents and teachers.



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## St Joseph's Primary School Student/Parent Agreement for iPad Use

Please read the following carefully with your child. This document must be read in addition to the ICT Policy, the ICT Acceptable Use Agreement 2018 and the Year Three/Four/Five and Six One to One iPad Program Agreement Information.

The use of iPad while at school is a privilege and not a right.

- I will use my iPad in ways that are appropriate and educational.
- I will use appropriate language when using emails, journals, or any other forms of communication.
- I will be mindful of my digital footprint. Therefore, I will not create, nor encourage others to create, discourteous or abusive content.
- I will not use electronic communication to spread rumours, gossip, or engage in any activity that is harmful to myself or other persons.
- I will keep my personal information, such as name, address and contact details to myself and not share them on the internet.
- I will remember that all Internet social sites require users to be 13+ years.
- I will ask my parents' permission before I download games from the Internet or create my own site.
- I will never put photos of myself or others on the Internet.
- I will use a screen saver picture that is appropriate to someone of my age.
- I will never look at anything that is inappropriate on the Internet, and if I see something that is inappropriate, I will tell an adult rather than share it with another student.
- I will stay focused on tasks and only use the Apps my teacher has indicated.
- I will request permission from my teacher before visiting sites on the Internet.
- I will take good care of my iPad.
- I will store my iPad appropriately when I am not using it.
- I will protect my iPad by only carrying it while it is in the case provided.
- I will keep my iPad inside my schoolbag to and from school.
- I will never loan out my iPad or give my password to other individuals (except guardians).
- I will not let anyone else use my iPad other than my parents or guardians.
- I will charge my iPad's battery daily and arrive at school with my device charged.
- I will keep food and beverages away from my iPad since they may cause damage to the device.
- I will clean the screen with a soft, antistatic cloth ONLY and not use cleaners.
- I will not disassemble any part of my iPad or attempt any repairs.
- I will not place decorations (such as stickers, markers, etc.) on the iPad or iPad cover, or do anything to permanently alter the iPad in anyway.
- I will not remove or deface the serial number or other identification on any iPad.
- I will accept responsibility for all damage or loss caused by neglect or abuse.
- When leaving school my iPad is to be in its protective case in my bag.

**A hard copy of this agreement will be sent home to be signed**



# St. Joseph's Catholic Primary School

## Student Agreement

Class \_\_\_\_\_ 2019

I, \_\_\_\_\_ have read and discussed this agreement with my parent(s), and accept the terms by which I shall use my iPad at St Joseph's School. I understand that if I am in breach of the St Joseph's Code of Conduct I may lose my iPad and technology resources privilege.

My Passcode lock is: \_\_\_\_ \_\_\_\_ \_\_\_\_ \_\_\_\_ (If you have one)

## Parent Agreement

As the parent/guardian of \_\_\_\_\_, I give permission for my child to have access to an iPad while at St Joseph's. I have read and discussed the terms of the agreement with my child, and will support St Joseph's in the implementation of this Agreement and the Code of Conduct. It is my responsibility to report and, where appropriate, remind my child of the commitment made to the school when signing this iPad Code of Conduct and Agreement.

I agree to safeguard passwords and ensure that my child's iPad is adequately insured against theft, loss and accidental/deliberate damage. I give permission for the class teacher or ICT coordinator to use the Restriction Passcode to enable my child to fully partake in a task on the iPad.

Restriction Passcode: \_\_\_\_ \_\_\_\_ \_\_\_\_ \_\_\_\_ (If you have one)

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

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**A hard copy of this agreement will be sent home to be signed**