

BYO iPad 1:1 Program Information















Parents and Students

Year 5

2024



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Department of Education Strategic Directions

The Department of Education's [2020-2024 ICT Vision for Teaching and Learning in Public Schools](#), focuses on the importance of 'preparing students for a world that is constantly changing and evolving, by developing in them the personal capabilities and technical skills they will need for success.' – *Lisa Rodgers, Director General*.

Students

Must have the capability to adapt and transfer their knowledge and skills across a range of learning and work environments.

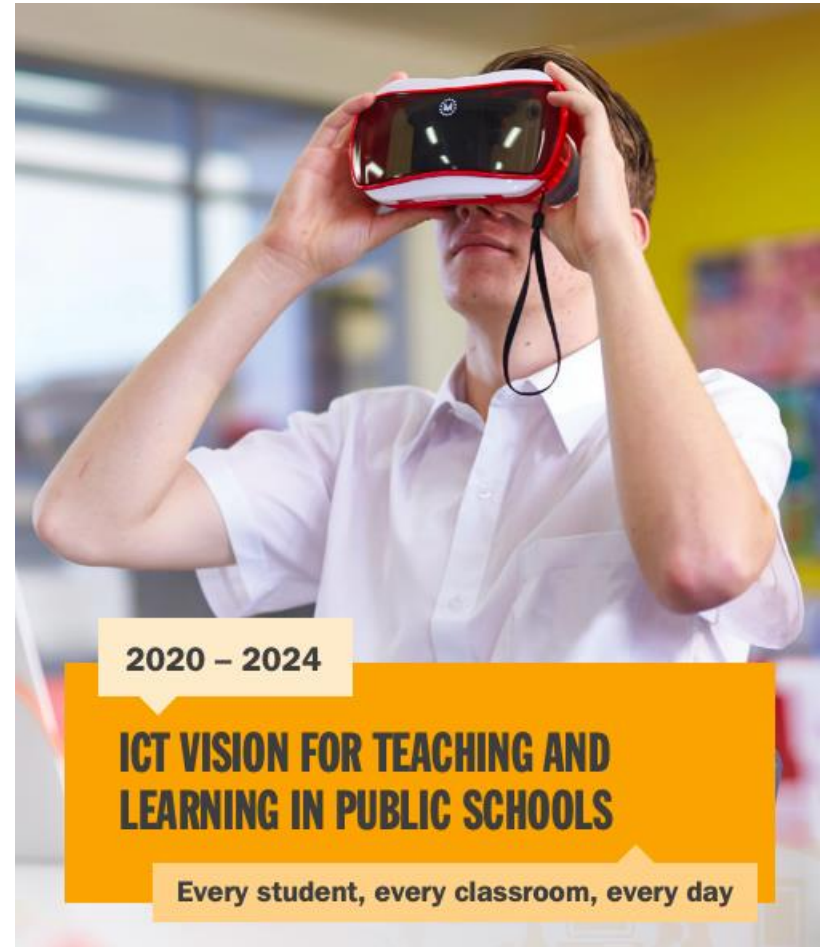
Teachers

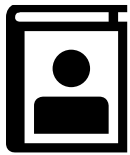
Need to model collaboration and acquisition of new skills through continuous learning. Teachers also need to embrace technology and be flexible in the way they teach- to inspire and maximise learning.

School Leaders

Take responsibility for driving a culture of technological innovation and collaboration, ensuring students have access to technologies that deliver improved learning outcomes and progress for *every student, every classroom, every day*.

We can only achieve this if we understand that we are preparing our students for the world of tomorrow – not the world of today.





Overview of the BYO iPad 1:1 Program

The BYO (Bring Your Own) iPad Program refers to each student in the classroom having their own personal device that they use at school and home. Having a 1:1 ratio allows *every* student to seamlessly transition between activities involving technology and traditional learning throughout the school day. Utilising technology in the classroom provides students with limitless possibilities to participate with content demonstrate their knowledge in engaging and interactive ways.

Our reason for integrating a BYO iPad Program is to effectively implement the requirements of the [WA ICT General Capabilities](#) and [WA Digital Technology Curriculum](#), and to prepare students with the skills they require for high school and the modern day workforce.

Students in Years 5 are asked to bring an **Apple iPad** to use as a tool to enhance and assist their learning.



Why Apple iPads?

Bletchley Park Primary School has engaged in a significant amount of research and explored a number of possibilities when deciding upon the most appropriate technology to support students to meet the curriculum requirements. Apple iPads have been selected due to the following benefits:



- cost efficient
- lightweight and portable (small in size)
- versatile range of learning applications
- reliable and stable
- user friendly and age adaptable
- accessibility features and enhanced security
- provides opportunities for creativity and collaboration
- battery life



iPad Specifications

Considerations:

- The newer the iPad, the longer it will be able to accommodate future software and app purchases.
- Airplay and Airdrop functions are supported with the latest model iPads
- Available technology on new versions of the iPad are of greater capacity and quality than previous devices. An iPad compatible with the latest operating system (iOS) enables access to features such as Files, including the ability to save to file servers or external drives, easier text editing, slide over and split views for easier multitasking between applications.
- Styluses such as Apple pencils and Logitech crayons also work with the 9th generation iPad.

Hardware

In order to work efficiently and ensure compatibility with the school system and classroom needs, devices must have the following features:

- be an **Apple iPad** (9th generation onwards)
- have iOS16 installed (minimum)
- data storage of **at least** 64gb

Please note: alternative devices, including Android tablets, iPad minis, iPad Pros and iPads with a sim card (which use mobile cellular 3G/4G/5G data) will not be permitted.

Accessories

Required:

- protective case/cover
- Headphones (iPad 10 require an adapter to use with normal headphones)
- Bluetooth keyboard (either inbuilt with case or separate)

Optional:

- stylus – generic, Apple Pencil or Logitech Crayon
- screen protector





Purchasing Options

Some parents may wish to purchase devices as a Christmas present for their child before their child transitions to the new year level in 2024. Devices can be purchased from a number of retailers including Apple, JB Hifi, Office Works, Big W, The Good Guys and Harvery Norman. They can be used over the Christmas period and data backed up. All devices need to be factory reset before they can be used at school to allow school apps and safety protocols to be installed.

Keyboard

The school uses and recommends the Logitech Rugged Folio keyboard case. It uses Smart Connector technology, so no pairing or charging is required. It has sealed keys that make it less likely to be damaged by spills, dirt and keys coming off. The keyboard is a perfect size for students' hands, and it has iOS shortcut keys. The keyboard types silently and the case has a kickstand that is durable and reliable.



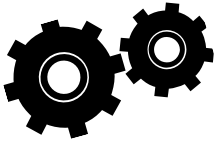
AppleCare+

All Apple hardware comes with a one-year limited warranty and up to 90 days of complimentary telephone technical support. You can extend your coverage through AppleCare+ which can be purchased for a small additional cost and provides a two year warranty. See for more information:

<https://www.apple.com/au/support/products/ipad/>

Insurance

Insurance is an important consideration as the iPad your child brings to school is not covered by the Bletchley Park Primary School or the Department of Education's insurance. It is the responsibility of parents to insure their child's device.



Setup and Student Responsibilities

Initial Setup

Setting up a child's Apple ID account under [Family Sharing](#) allows parents to implement safety measures such as [Parental Controls](#) and [Screen Time](#) to block notifications and home applications from being accessed and used during school time. If you need Apple's assistance with this process, please call **Apple Support on 1300 760 237 and enter PIN 2961**. This is Apple's corporate support and is provided by the Department of Education. It may be accessed 24 hours a day.

Establishing Protocols for Home and School Use

Whilst at school, the use of student iPads will fall under school policy and guidelines. Students will not be allowed to use their iPad for *personal use* when at school. They may have personal apps installed on their devices, but these are **not to be used at school/during school hours**. This includes sending and responding to messages. We encourage iPads to have a minimum of personal apps installed to ensure iPads have enough storage to be used effectively in class.

At home, iPad use will be at the discretion of parents. Please ensure your child stores their iPad in a safe place and actively supervise your child's use of technology at home.

Home Screens

To clearly define boundaries between applications accessed at home and school, it is recommended students have two separate home screens or pages set up- one called 'Home', including the apps used at home, and one for 'School'- applications set up for classroom use.

Student Responsibilities

Transport

iPads are to be in their case when they are being carried. This includes transporting the iPad around the school, between classes or to and from home. On arrival or leaving school grounds, iPads are to be kept in the student's bag. When the classroom is open at 8:15am each day, students are to put their iPad in the room straight away. At the conclusion of the day, the iPad is put back in their schoolbag. If your child arrives during a specialist class they should hand it to the specialist teacher for safe keeping.

Battery (Charging)

The student is responsible for ensuring they charge their iPad battery each night as they will not be able to charge devices at school.



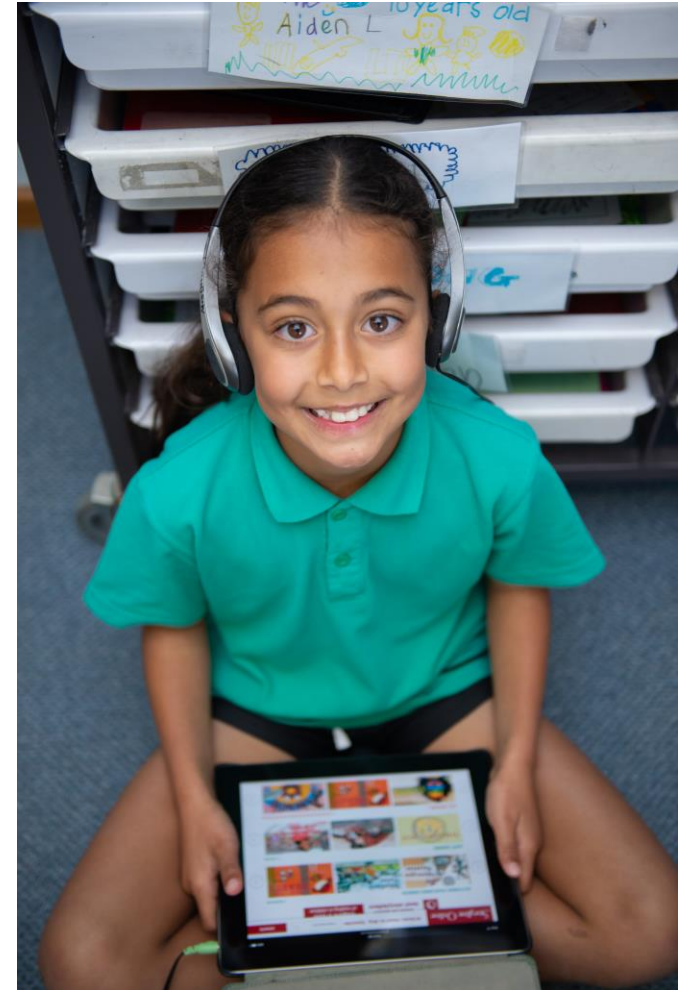
Technologies Usage Agreements

Parents and students must agree to the terms of the [Internet Usage Agreement: Online Services](#) before online student accounts are accessed.

From 2021, students will not be allowed to use personal or school iPads until consent forms for [Third Party Service Providers](#) are returned to the school.

Once these forms are completed, we strongly encourage you to sit down with your child and go through the [iPad Usage Agreement – iPromise Student Agreement](#) so they understand the expectations of using technology and devices appropriately, as well as the consequences for misuse. This form must be read and signed by *both parties* (parent and student) and returned to school **before** students can bring and/or use a personal or school device in class.

The Apple iPad must not be used for any activity that is not directly and explicitly endorsed by the school and its staff.





Ongoing Care and Maintenance

Storage and Backup

It is important to organise the iPad regularly to allow for updates and new work. In order to free up space, any photos or documents that are unused and no longer needed, should be cleared or backed up. For those who wish to keep certain photos, videos, documents etc, here are a few options:

1. Backing up to iCloud on the iPad
<https://support.apple.com/en-au/HT203977>

Limit for free storage is 5gb. The iPad will not function well if the storage space on the hard disk or cloud becomes full.

2. Student cloud storage using OneDrive (up to 1TB). This can be through the Microsoft app or online <https://www.microsoft.com/en-au/microsoft-365/onedrive/online-cloud-storage>

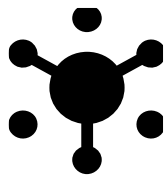
Students will need to log in using their Education Department log in credentials.

3. Using a Home PC/Desktop or external hard drive to back up data.

Cleaning

You can maintain the iPad screens and covers by cleaning on a Termly basis. Read the following link to get more information: <http://www.wikihow.com/Clean-Your-iPad>





Promoting a Safe Learning Environment

As per the WA Department of Education guidelines, Internet and Online Services provided to students will primarily be used for learning related activities and require informed parental consent, user agreements and appropriate management. Online services are provided to students in public schools for learning related activities and the Department strives to protect students from exposure to inappropriate online material and activities.

Students engage in learning about ethical and safe use through online platforms. Lessons are consciously planned and implemented to enhance development of ICT skills and Digital Technologies understanding. This will prepare them for an ever changing social, higher-education environment and future workforce.

We encourage students and teachers to safely and ethically access the internet and email, use organisational tools and engage with resources to innovate and transform their teaching and learning.

Our staff work hard to ensure that your child/ren are safe and that the environment that they work in is also safe. This approach also applies to use of iPads.

We take the following steps to ensure your student and their property is safe:

- Each student must read and sign the BYO iPad 1:1 Agreement and understand the Acceptable Internet Usage policies
- iPads are kept inside the classroom (not in bags)
- Students are not to use iPads before or after school in school grounds
- Classrooms are locked when the class is outside
- iPads are not to be used outside of the classroom without explicit teacher permission
- The school internet connection is provided by the Department of Education and passes through all of the filters for Public Schools
- Teachers address Cybersafety through the Digital Technologies and Health curriculum- discussing issues on sharing personal information online, other online dangers, cyber bullying and the students' digital footprints.



Privacy

Staff, parents/carers and the community need to encourage students to be aware of the risks associated with some online activities and how to adopt protective online behaviours to protect them from exposure to inappropriate online material or activities. Some suggestions are:

- Keep personal details private by using a nickname instead of a real name and always ask parents before giving out private information online (such as name, address or phone number).
- Keep usernames and passwords private.
- When responding to others online, posts should be positive and constructive. Once posted, a message can be difficult to remove.
- Always ask for permission/consent before taking and posting photos of others online
- Respect others' rights when consent is not given



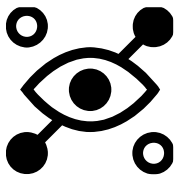
Online Safety

Cyber Safety

Cyber safe practices are a high priority at Bletchley Park Primary School and appropriate duty of care is extended to all our digital environments. Students and parents also have a responsibility in this area to minimize risk or exposure to unsuitable material.

Students are prohibited from accessing or storing offensive images, video or audio on any ICT device used at school. This includes content that is offensive to other cultures, religions and learning abilities.

Any misuse of digital technology or online tools will result in students being subject to consequences as listed in the school's [ICT Use policy](#) and [Behaviour Management policy](#).



Social Media

Most social media sites will only let users open an account, if they are 13 years and older. This is primarily for safety reasons, as young children don't understand the dangers of cyber predators, and because younger children have not yet developed the good judgement to know what's okay to post and what is not. They are also exposed to adult content via social networks and applications which can be suggestive or inappropriate. Cyberbullying is emerging as having the potential to inflict devastating and destructive outcomes on children's health and wellbeing.

With all of the above in mind, we have made a decision to ban all social network/social media/chat room-type apps from devices that will be used for learning at Bletchley Park PS. We understand that some parents have used their parental discretion to allow their child to participate in social media at home, however at BPPS this will not be permitted.

Please understand that these measures are in place to protect the students at Bletchley Park PS. If your child is in the Year 5 Bring Your Own iPad Program please ensure that these apps are deleted from the device that your child brings to school.

If found on devices at school, we will exercise our right and obligation to report prohibited accounts.

If you have concerns regarding your child's online safety, please access the Office of the Children's eSafety Commissioner at

<https://www.esafety.gov.au/>

Family Sharing & Child Apple ID

We request parents set up and manage their child's Apple ID account so they can monitor student use of technology. One parent/carer can be nominated as the 'Family Organiser' to set up a Child's Apple ID for students under the age of 13.

****Conditions:** The Family Organiser must have an Apple device. Through Family Sharing, an additional 5 family members can be linked.**

- Family members can use the apps without having to purchase new licences.
- Family Organiser can retrieve forgotten passwords.
- Before purchasing apps, children have to ask for permission (part of the 'Ask to Buy' function) from the Family Organiser.
- The same music, movies, TV shows, books and apps can be accessed through File Sharing
- Family Organisers have the ability to limit their child's access on their device using Screen Time.

For a step-by-step guide to setting up a Family Sharing & Child's Apple ID, visit:

<https://www.apple.com/family-sharing/>

<https://support.apple.com/en-au/HT201084>

Parental Controls

Content and Privacy restrictions offered through Screen Time can act to block out or limit specific apps and features on your child's device. You can ensure:

- That setting up a Parent Passcode and Screen Time password will prevent other family members from changing settings
- * Ensure the parent access passcode is different to the one used to unlock the device**
- iTunes and App Store purchases can be prevented
- Built in apps and features can be turned off
- Explicit content can be blocked from playing in music, films, TV shows with specific ratings, apps (ie. FaceTime) and web content, Siri searches and Game Centre functions.

To learn more about setting Content and Privacy Restrictions, visit: <https://support.apple.com/en-us/HT201304>

Screen Time

Screen Time allows you to see how much time you and your children spend on apps, websites and more. In turn, this can help you to:

- Make informed choices about how you use your devices
- Set a Screen Time Passcode (different to passcode used to unlock device) to change Screen Time settings or provide additional time when app limits expire
- Get a detailed report about how the device is used, including apps which have been opened and websites visited
- Set Downtime or a set length of time to turn off specific applications (ie before bed)
- Set App Limits for categories of apps, including time limits and days of the week when these apply
- Set limits for communicating via Phone, Facetime and Messages

For a step-by-step guide to using Screen Time please visit: <https://support.apple.com/en-us/HT208982>

Device Use at Home

Bletchley Park Primary School strongly encourages active supervision of your child's use of technology at home. The internet is an excellent learning tool and enables access to information that supports all areas of the WA curriculum.

We suggest the following guidelines be applied when your child is using their iPad at home:

- Supervise your child in a public room like the family room
- Avoid your child accessing ICT in bedrooms or rooms that can be closed off to other members of the family
- Ensure that you establish some expectations regarding internet use at home and that you have the right to your child's passwords for any apps or websites that they may be using
- Check Internet browser's "History" menu to allow you to see the sites your child has visited recently

- Ensure your child never provides personal information on a global system or identifies friends or themselves in photos available to the public
- Educate yourself and your children about potential dangers online and how to make the right choices about online behaviour. Use readily available websites like www.cybersmart.gov.au to assist you
- Regularly monitor children's use of social media and their legal requirements - for example: children must be over the age of 13 to be eligible for Facebook and Instagram accounts

Please note that students will be using the device for approximately 2 -3 hours whilst at school.

This needs to be kept in mind when parents are determining how much time to allow the students to use the device at home.

iPad Usage Contract

iPromise -Years 4-6 2024

Rationale

Under the Western Australian Curriculum, it is expected that students learn to use Digital Technologies effectively and appropriately to access, create, share and communicate information and ideas, solve problems, show initiative and work collaboratively across all the learning areas.

This contract is designed to enable students to use iPads and other technologies to enhance their learning in a safe, secure environment. It is also to help keep each device secure, working properly and used in a productive and appropriate manner.

An iPad has been allocated to each student Year 4. These will remain at school and be stored in a safe and secure location.

Responsibilities of the Student:

General:

I will protect my iPad by always carrying it in its protective case.

I will keep food and drinks away from my iPad.

My iPad is for my use. I will not let someone else use or borrow it at school.

If I am working in a pair or group with my iPad, we may use it as a group, but it will only be used with me in my group.

I will clean my hands before using my iPad.

I will tell my teacher about any accidents or breakages straight away.

If I can't use my iPad, I still have to complete all of my work.

I am responsible for my iPad and making sure it is used safely and securely.

iPad Usage Contract

iPromise -Years 4-6 2024

Using the iPad:

I will only use my iPad in class for the activity I am supposed to be doing.

I will turn off the iPad or screen and tell my teacher when something on my iPad is unsuitable or makes me uncomfortable.

I will allow my teachers to check my iPad at any time. This includes how it is being used, the photos, other content, books and what apps are installed.

I agree that if I use the iPad in the wrong way that there will be consequences for this, which may include having my iPad confiscated or losing the right to use it.

Digital Citizenship:

I will be cyber smart and cyber safe when using the internet.

I will not use my iPad for unsuitable uses, nor look up inappropriate material.

I will not use messaging or social media apps at school.

I will follow all the class rules for how we treat each other when on a computer or iPad.

I will not bully anyone online and will tell the teacher if I see this happening.

I will only take photos of other people when I have their permission.



First Week of school

Preparing your iPad for school use

Prior to bringing their iPad to school for the first time, it is important that all Apple id's, lock codes and passcodes are removed, and the iPads are factory reset. iPads must be fully charged and the student's name attached to the iPad and the cover.

Once at school, each iPad will be registered with the school system and the apps required for classwork will be installed.

Depending on the number of iPads, it may take a few days to complete the set up and return iPads to the students.

Students will only be able to use their iPads at school once they have signed the Ipromise Usage contract.

Passcodes and Apple ids for home use can be put back on the iPads once the iPad is on our system.

