

# Sacred Heart



## Primary School

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## BYOi @ Sacred Heart

**Sacred Heart Primary School is committed to integrating technology into all learning and teaching to enhance learning and to prepare students for their role in the digital world in which we live. For today's generation of students, technology is a part of their everyday environment. To fully meet their needs, technology needs to be pervasive – always available.**

### BYOi Usage and Instructions

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All students are required to accept and sign the BYOi Acceptable Use Agreement.

### Family responsibility

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Families will be responsible for setting up, purchasing apps and maintaining their iPads.

It is the responsibility of the family to insure their device and any breakages or damage that may occur is the responsibility of the owner.

Please **label** your iPad and case. We also advise that the App 'Find iPhone' can be downloaded so that your device can be found at all times. Ensure that you provide an adequate cover that will protect the iPad and one which includes an iPad stand to encourage correct posture. It is our recommendation that you provide a bag for the iPad to be transported to and from school to ensure maximum protection.

Please create and connect the iPad to an email account so that work can be easily emailed to the teacher if needed.

Please charge the iPad each night ready for use each day.

It is recommended that families establish rules and boundaries in regards to the use of your device at home. Think carefully about where you will keep the iPad overnight to ensure good

routines are put in place for safe use. There are many helpful ideas from the Cyber Smart Website.

Families are responsible for insuring their device to cover the transport to and from the school. Check with your home insurance company as they will usually cover transport of all devices in the family for a minimal cost.

## **Wireless**

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The school will connect the internet wirelessly on the first day ready for use. Negotiations are in progress with the Catholic Education Office at the moment as to how this will happen. Support staff will be onsite in the first week of school in 2014 to set up iPads.

## **Security**

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On arrival at School between 8:30 and 9:00am, students' are to place their bag in the normal morning assembly area. This area is an out of bounds area and students' will only be permitted to return to this area with the teacher's permission. Students are only permitted to use their iPads at school during supervised learning time. During recess and lunch time the iPad will be kept in a locked cupboard in the classroom.

## **Student Responsibility**

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Please help your child to read, sign and return the BYOi Acceptable Use Agreement.

Student use of the iPad in school falls under the guidelines of the school's Acceptable Use Policy for Technology. Access to the internet is monitored through our school's content filtering software and all rules and expectations are applied to the use of the iPad. All applications, activity and documents stored on the iPad are subject to regular review and monitoring.

## **BYOi Acceptable Use Agreement**

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As a responsible user I agree that:

- I will protect my iPad by carrying it in the protective case
- I will store my iPad in a safe and secure manner when not in use (in locked cupboard during recess and lunch)
- I will keep food and beverages away from my iPad
- I will treat all learning technologies with respect and due care. Vandalism or any attempt to harm or destroy the equipment or data of others will result in the cancellation of my users rights
- I will keep applications requested by school on my iPad at all times
- I will not play, share or view content that is inappropriate on the internet or iPads
- I agree that when at school, my iPad is a learning device only and not for entertainment
- I will not use digital technologies to harass or bully another student
- I will abide by conventions of etiquette and be respectful for others
- I will not reveal personal information over the internet including my own
- I will not share my passwords with other students
- I will not upload to the internet images of other students or staff without permission
- My parents will be aware of and monitor my use of my iPad and the internet at home
- I will abide by the school internet and email rules

This agreement may be reviewed on an annual basis. I have read and agree to abide by all the expectations listed above.

Student \_\_\_\_\_ Date \_\_\_\_\_

Parent \_\_\_\_\_ Date \_\_\_\_\_

Students should not:

- Modify the iPad in any way other than instructed by the parents/teachers. (including security settings)
- Remove the cover for the iPad.
- Disable the iPad or its applications.
- Be touching another student's iPad without permission.
- Use unapproved applications at school.
- Share passwords or codes private.
- Use social media.

Students should

- Follow instructions given by my teacher about my device, including turning it off and handing it over if requested.
- Act responsibly when taking and using photographs (with permission).
- Search the internet safely.

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I have read and discussed the Personal Device Agreement with my parent/carer and I agree to be a cybersafe student and always uphold these rules both within and outside of school.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Student

I have read and discussed the Personal Device Agreement with my child and will support them to be a cybersafe student and always uphold these rules both within and outside of school.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Parent/s or Caregiver/s

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## Requirements

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Please ensure that you create an email account and connect it through 'Mail, Contacts, Calendars' in the iPad settings. Follow the prompts to set up your account and the iPad can be configured to work at School by our School Technicians when they are available.

The following are a list of the current Apps installed on our school iPads. Please install the free Apps onto the device and your choice of paid Apps. New Apps will be suggested once a term in the Parent Information Note for each year level.

Pic collage	Free
Tools 4 Students	\$0.99
Catholic Bible	Free
School A to Z	Free
Puppet Pals Directors Pass HD	\$2.99
Popplet Lite	Free
Book Creator for ipad	\$5.99
Sketchbook	Free
Word Collage	\$0.99
VideoScribe HD	\$5.49
MyScript Calculator	Free
Dictionary Add Free	Free (with adds) \$5.49 (without adds)
iMovie	\$5.49
Quick Voice	Free
Grammar Dragon	\$0.99
Interactive Telling Time	\$2.99
Notability	\$2.99
Sumo Paint	Free
Showbie	Free
Brushes 3	Free