

1:1 iPad PROGRAM ACCEPTABLE USE AGREEMENT

Rationale

Roberts McCubbin Primary School is committed to ensuring our students are given the best possible opportunities and prepare them for the future. Technology plays a significant role in the lives of students today and the education they receive must reflect this. 1:1 is about learning, not technology. Students need a curriculum that meets the demands of an increasingly globalised world in the 21st century www.education.vic.gov.au .

Our 1:1 iPad Program is for all students who have signed the ICT Acceptable Use Agreement (AUA) and have a personal iPad made available through the generous support of their parents.

This document forms an addendum to the existing ICT AUA which will be signed by all students from Years Prep-6. This agreement is for the duration of the iPads 1:1 Program.

iPad Use at School

- The iPad is supplied for the predominate use by the student. All information and content on the device needs to fit within the AUA guidelines for ICT and the 1:1 program.
- The iPad should come to school each day with sufficient charge for the days activities.
- The iPad must not be left sitting on the ground, on a chair or left outdoors at any time. They will be stored in a secure area.
- They will not be taken outside without the direct permission of a teacher during class time but not at all during recess or lunchtime.
- Teaching staff have the right to look at any application or file on the iPad at any time.
- Students must not swap their own iPad with another student.
- Students should never use the camera or video recorder functions on the iPad to photograph or video record any student or teacher without their permission.
- Students should never email or upload anything to the internet from their iPad without teach permission.
- Inappropriate media may not be used as a screensaver.
- iPads must be clearly named.

iPad Use outside of School

Students are free to use the iPad outside of the school grounds, however the ICT Acceptable Use Agreement must be adhered to at all times.

Recommended Safety Precautions

- The school recommends that when using the iPad at home it is used in a family or common area and not in the bedroom.
- Care must be taken when placing the iPad in a school bag
- Bags containing an iPad should not be left unattended eg. outside a shop, on the bus.
- iPads should not be stored in vehicles where they can be seen.

iTunes

- a) An iTunes account is necessary to download applications (software) to allow the iPad to function.
- b) Parents/Legal Guardians will be provided with a \$30 iTunes voucher at the onset of the program for the purchase of core educational apps from the iTunes Store.
- c) Instructions will be provided to create an iTunes account and to download the required core apps. It is not necessary to use credit card details for the creation of an iTunes account. We strongly recommend not putting in credit card details.
- d) By using the iTunes software a user agrees to be bound by the terms and conditions of the Software License Agreement.
- e) By using the iTunes Store website a user agrees to be bound by the Terms and Conditions of Use (Terms of Use) that apply to the website.
- f) Parents may choose to use an existing iTunes account to allow access to previous purchased music or other items. The iTunes voucher may be redeemed against the existing iTunes account to purchase the required core apps for this program.
- g) A user is entirely responsible for maintaining the confidentiality of information held in the user's account, including the user's password. The user is also responsible for any activity that occurs under the user's account as a result of failing to keep this information secure and confidential.
- h) The school recommended core educational apps will be communicated to parents when required.
- i) Any non-core educational apps purchased will be the responsibility of the Parent/Legal Guardian and recommend that they support the behaviours promoted in the school's ICT Acceptable Use Agreement.
- j) The school would highly recommend that a parent be listed as an email contact for the iTunes account when software is being purchased (term used for free apps also) so usage can be tracked.
- k) Parental controls should be set on the iTunes account and password protected to ensure they stay in place. These controls are found in the iTunes menu.

iPad Restrictions

We strongly suggest that you look at the restrictions area in the iPad settings. It would be appropriate to enable restrictions to the section at the bottom of the menu for "Allow content". This can be made appropriate for your child for the different categories. The passcode should not be known by the student.

eSmart

Roberts McCubbin Primary School is in the process of becoming an eSmart School. This is a whole school program designed in conjunction with the Education Department and The Alannah and Madeline Foundation for schools across Australia. This is a comprehensive Cyber Safety Program which students are expected to meet the guidelines. This program will continue to develop throughout 2014.

13+ Software

The iTunes store rates everything that accesses the internet as 13+. The school may seek parental agreement to upload these (eg. Evernote). The recommended apps will grow over time and will be listed on the website which can be checked at any time.

Responsibility and Care for the iPad

Each student is responsible for looking after their own iPad like all personal items bought to school. The exemption to this is leased iPads which have insurance cover 24/7 for most issues.

If an iPad is damaged, lost or stolen the circumstances of each situation will be investigated individually to ascertain responsibility. If it is suspected that a theft has taken place at school, the matter will be investigated and dealt with accordingly by the ICT Co-ordinator.

iPads that are part of our payment plan agreement will be covered by iBroker Insurance for the duration of the agreement.

Privately owned iPads are the responsibility of the parents and it is recommended that they are covered by insurance.

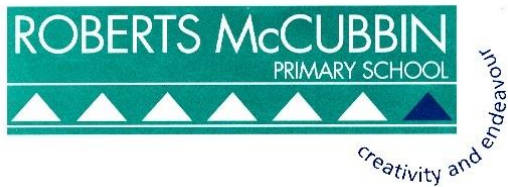
Screen Care

The iPad screens can be damaged if subjected to rough treatment and in particular are sensitive to excess pressure.

- Do not lean on the top of the iPad
- Do not place anything near the iPad that could place pressure on the screen.
- Do not place anything inside the cover that will press against the screen.

Only use a clean soft cloth to clean the iPad. Do not use cleansers of any type.

If the screen is broken or damaged this is not covered under the warranty. However, likely damage to the iPad is minimised when a sturdy cover is used that protects the corners of the screen.



1:1 iPad Program **Acceptable Use Agreement**

Student Section

Student Name: _____

Class: _____ Date: _____

I have read with my parents/legal guardians the Roberts McCubbin Primary School 1:1 iPad Program Acceptable Use Agreement. I agree to follow the rules contained in the agreement.

I understand that failure to follow this Acceptable Use Agreement may result in me having my privilege suspended or revoked.

Signed
Student Date

Parent/Legal Guardian Section

I have read the Roberts McCubbin Primary School 1:1 iPad Program Acceptable Use Agreement.

I give permission for my child to participate.

I understand that failure to follow this Acceptable Use Agreement may result in my child having their privilege suspended or revoked.

Parent/Guardian Name: _____

Signed
Parent/Guardian Date