

A photograph of a young child with brown hair, wearing a dark blue school uniform with red accents, sitting at a desk. The child is holding a tablet computer (iPad) and looking at the screen. The screen displays various colorful icons and text, including a Wi-Fi symbol and the words 'The Internet'. The child's hands are visible, and they appear to be interacting with the device. In the background, there are other children's hands and a drawing on a piece of paper. The overall scene is a classroom setting.

APPLECROSS PRIMARY SCHOOL

# BYOD iPad PARENT GUIDE

A GUIDE FOR YEAR 4 & 5  
STUDENTS AND PARENTS





In 2021, parents of students in Years 4 and 5 are asked to supply their child with an iPad as standard school equipment for the BYOD iPad program.

## Student and Parent iPad Guidelines

Please read the **Frequently Asked Questions** document available on the school website for more information <https://applecrossps.wa.edu.au/sites/default/files/inline-files/BYOD%20FAQs.pdf>

### Parent Responsibilities

- Ensure students fulfil their responsibilities;
- Supervise student use of the iPads when at home including their Internet use. Parents should be aware of age restrictions required to use social media;
- Ensure the student has their iPad at school each day in a condition that will enable it to be usable for the educational purposes required by their teacher;
- Family photographs, social media apps, music and other private material must not be stored on iPads used at school.

### Student Responsibilities - iPromise

- iPads must be brought to school every day;
- iPads must be clearly marked with the student's name and kept clean from graffiti and stickers;
- Students should keep all passwords secure;
  - Students should be prepared for class by ensuring apps have downloaded and work prior to their lesson;
    - It is the student's responsibility to charge their iPad at home each evening;
  - iPads are not to be used during recess and lunch unless supervised by their teacher;
  - iPads are to be kept inside the classroom during school hours unless supervised by their teacher;
  - Students must agree to behave according to the school's **ICT Student Code of Conduct**  
[http://www.applecrossps.wa.edu.au/sites/default/files/inline-files/ICT%20Student%20Code%20of%20Conduct%202019\\_1.pdf](http://www.applecrossps.wa.edu.au/sites/default/files/inline-files/ICT%20Student%20Code%20of%20Conduct%202019_1.pdf).

### Data Backup and Application Upgrading

- Students are responsible for the backup of all data;
- Students are responsible to ensure that all applications are kept up to date.





## Technical Support

- ☉ Parents are encouraged to explore AppleCare options when purchasing their iPad.

## Use of the School Wireless Network and Internet Access

- ☉ The use of the school wireless network and all associated infrastructure is only available for educational purposes with registered student iPads;
- ☉ Access is restricted to authorized users via an individual school managed password;
- ☉ The downloading of large files is not possible due to bandwidth restrictions governing the school's wireless network.

## Loss, Theft and Repairs

- ☉ All instances of loss, damage or theft must be reported to the School Principal or delegate as soon as possible.
- ☉ All instances of loss, damage or theft are the responsibility of the student.

## Insurance

iPads do not come with insurance for loss, theft or non-warranty repairs so it is strongly suggested you either:

- ☉ Add accidental damage cover to your home insurance(*Check your existing policy with your Insurer.*);
- ☉ Have in writing from your insurer that the iPad is covered in your existing policy;
- ☉ Access AppleCare+ from the Apple Store;
- ☉ Record the serial number of your iPad and/or Purchase additional insurance at the time of purchase.

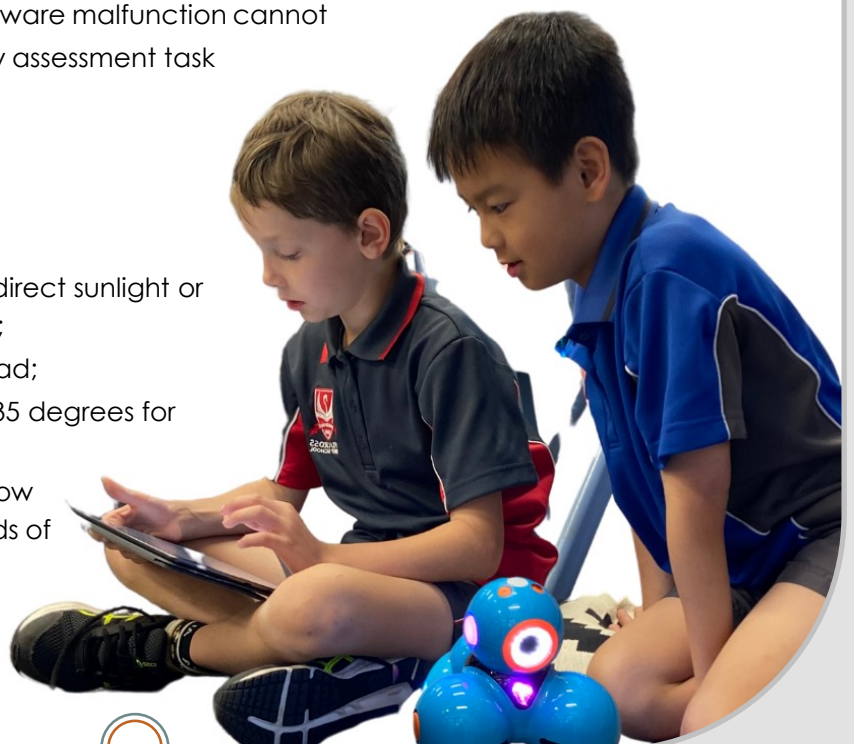
## Assessment and Homework

Students are encouraged to use their iPad for homework and assessment tasks. However, the loss of data or hardware malfunction cannot be grounds for the appeal of any assessment task or homework.

## Caring for iPads

### General Care

- ☉ iPads should not be stored in direct sunlight or very hot environments eg; car;
- ☉ Keep liquids away from the iPad;
- ☉ Avoid having iPads in above 35 degrees for extended periods of time;
- ☉ Avoid having iPad in cold below 0 degrees for extended periods of time;



- ⦿ Avoid water or extremely humid conditions;
- ⦿ Do not attempt to dry iPads with an external heat source such as a hairdryer or hand dryer;
- ⦿ Avoid putting anything into port connections apart from intended peripherals. Check you have the connector the right way up when inserting. Avoid jamming things in as you could render it unusable.

## Screens

Screens have a special oleophobic coating in order to protect them from fingerprints. The screens are somewhat flexible but can be damaged. Here are some ways to protect your iPad screen:

- ⦿ Avoid knocking or dropping on hard surfaces;
- ⦿ Do not lean on the iPad when it is closed;
- ⦿ Always keep the iPad in a protective case;
- ⦿ Clean often with a soft, slightly damp, lint-free cloth so long-term smudges don't affect the coating;
- ⦿ Avoid window cleaners, glass cleaners, aerosol sprays, abrasives, or alcohol;
- ⦿ Optional: use a screen protector;
- ⦿ Inappropriate images may not be used as a screensavers or background photos.

## Batteries

iPad batteries are rechargeable, but they will eventually wear out. They will last longer if you follow a few simple tips:

- ⦿ Update to latest iPad software (iOS). Apple will sometimes make adjustments to software which help with drain on resources and battery life;
- ⦿ Go through one charge cycle per month. To do this fully charge the iPad then completely run it out before recharging;
- ⦿ Charge your iPad each night.

## Online Resources

### Apple iPad Support

- ⦿ For the latest iPad's manuals, troubleshooting guides, help files and other resources click on the following link <http://www.apple.com/au/support/ipad/>
- ⦿ **Creating Family Sharing** IDs across multiple device types  
<https://support.apple.com/en-au/HT201084>

- ⦿ **Setting Restrictions** (on Parental Controls) on iPads  
<https://support.apple.com/en-us/HT201304>

- ⦿ **Use Restrictions** to prevent purchasing on your iPhone, iPad, or iPod touch  
<https://support.apple.com/en-us/HT204396>



## Online Safety Resources

- The Office of the Children's eSafety Commissioners Enhancing online safety for children site, leads online safety education for the Australian Government and protects Australian children when they experience cyberbullying by administering a complaints scheme. <https://www.esafety.gov.au/>
- The Department of Communications, Stay Smart Online is the Australian Government's online safety and security website, designed to help everyone understand the risks and simple steps we can take to protect our personal and financial information online. <https://www.cyber.gov.au/>
- The Australian Federal Police Thinkuknow website, is an Internet safety program delivering interactive training to parents, carers and teachers through schools and organisations across Australia. <http://www.thinkuknow.org.au/>
- The Common-Sense Media site rate, educate, and advocate for kids, families, and schools. <https://www.commonsensemedia.org/>
- The Bullying. No way! site has been created to promote positive learning environments where every student and school community member are safe, supported, respected and valued. <http://bullyingnoway.gov.au/>

## Educational Opportunities of a BYOD iPad Program

**The Bring Your Own Device (BYOD) program allows iPads to be used at school throughout the day.**

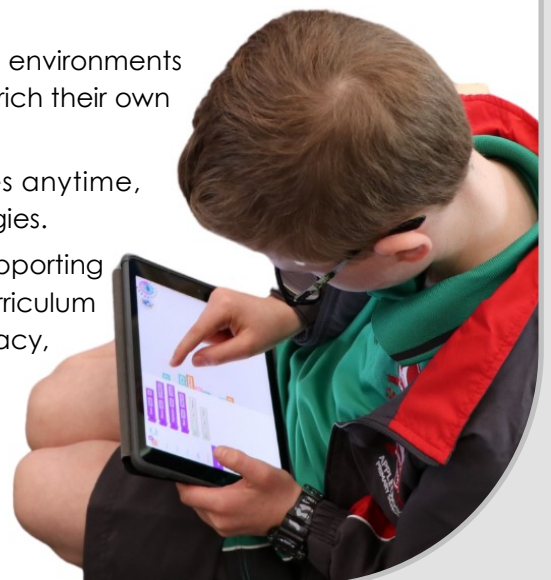
Our contemporary learning environments offer flexibility and opportunities for collaboration, independence and connectivity to the wider world. This anytime, anywhere learning is supported by access to technologies including iPads.

Our approach is to provide many learning opportunities for every child within our school. These devices do not replace our current ways of teaching and learning, rather, they enhance them by providing alternatives for our students. We recognise that all children learn in different ways so we want to provide those opportunities for all students.

If your child is unable to bring an iPad to school, each class will have access to a small number of shared iPads that will be used for lessons. In this scenario your child will not miss out on key learning experiences in the classroom.

## Learning and Teaching:

- Learners and teachers create contemporary learning environments and quality learning outcomes as they shape and enrich their own and others' worlds.
- Contemporary learning is personalised and provides anytime, anywhere access for students to portable technologies.
- Teachers' access to the Australian Curriculum and supporting professional resources can be shared digitally. The curriculum is centered around a set of general capabilities - literacy, numeracy, ICT competence, creative and critical thinking, ethical behaviour, personal and social competence and intercultural understanding.



The current digital world allows anyone to learn wherever they are at any time, the general capabilities are important in this context. We are preparing students to become effective members of society. They will be employed in jobs that currently do not exist. Students must have well developed skills of creativity, collaboration, critical thinking and communication.

The iPad provides many opportunities for enhancing these skills. The iPad is a personal, mobile device that is used in an increasing number of professions and workplaces.

The iPad was chosen as the core technology as it provides access to anywhere, anytime learning. The iPad can be used as a research tool, organising tool, eBook reader and creative tool. The iPad is light and mobile.

## Student Learning

Our goal is for students to use iPads as a tool to support key processes in learning - accessing, organising, processing and publishing information, collaboration locally and globally, creativity and communication - and for teachers to use them in an environment to facilitate deeper engagement in learning and higher-ordering thinking.

iPads will be used to facilitate learning by allowing students to:

- Access, use, organise, create and publish digital and online Information;
- Develop knowledge, understanding and skills through creativity, critical thinking and problem solving;
- Collaborate with peers and the wider community;
- Communicate their knowledge and learning experiences.
- Students will use the iPad to manage their work and learning.
- Students will accept responsibility for their personal actions when using ICT.
- Students will accept responsibility for the care and function of their iPad.

## Digital Citizenship (The iPromise) – An important message for families to share:

A good citizen is someone who upholds and respects the laws of their country, but also acts in an appropriate way. They respect moral and ethical guidelines and behaviours. They show care and concern for themselves, their neighbours and other members of their communities. A good citizen respects other people's property, and expects others to do the same for them.

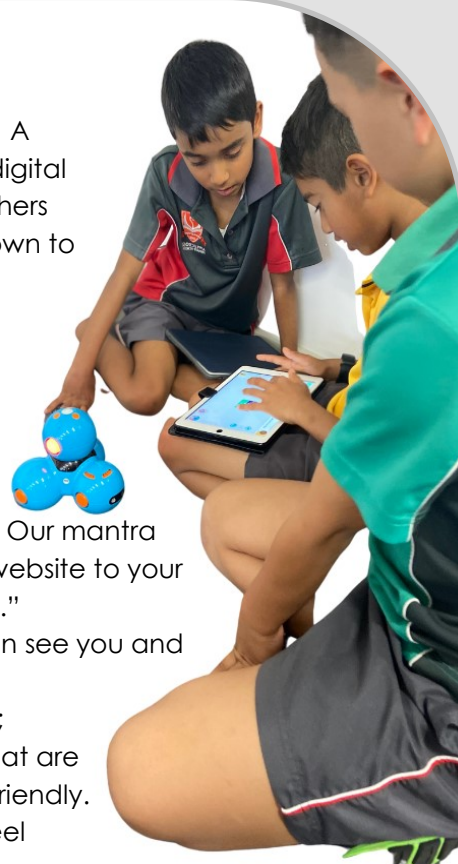




A good digital citizen applies the same rules to the cyber-world. A digital citizen is a person who obeys the legal rules about using digital technologies, and acts with respect and care for themselves, others and property. In return, they expect the same respect to be shown to them.

### Looking after yourself

- Choose online names that are suitable and respectful.
- Only invite people, you actually know in the real world to be your friends in the online world.
- Only visit sites that are appropriate and respecting the rules that websites have about age. Some sites are only for adults. Our mantra to children is, "If you wouldn't feel comfortable showing the website to your parents or grandparents, then it is not a good website for you."
- Set your privacy settings so that only the people you know can see you and your personal information.
- Use passwords that are hard to guess and keep these secrets;
- Put information online that is appropriate and post pictures that are suitable. Not everyone seeing your profile or pictures will be friendly.
- Always report anything that happens online that makes you feel uncomfortable or unhappy.
- Talk to trusted adults, like parents and teachers, about your online experiences. This includes both the good and the bad experiences.



### Looking after others

- Show you care by not sending hurtful or inflammatory messages to other people, or forwarding messages that are unkind or inappropriate.
- By not getting involved in conversations that are unkind, mean or bullying.
- By reporting any conversations, you see that are unkind, mean or bullying. Imagine if the things being written were about you. If you would find them offensive, then they are inappropriate.
- Some websites are disrespectful because they show people behaving inappropriately or illegally – or are racist, bigoted or unkind. Show your respect for others by avoiding these sites. If you visit one by accident, close it and tell your teacher or an adult.
- Show respect for other's privacy by not trying to get into their online spaces without invitation, by not stalking them or copying their pictures.

### Looking after property

- By not stealing another person's property. It's easy to download music, games and movies, but piracy (downloading media that you have not bought) is just the name given to stealing online.
- By not sharing the music, movies, games and other software that you own with other people.
- By checking that the information, you are using is correct. Anyone can say anything on the web, so you need to check that the research is correct by using reliable sites. When in doubt ask your teacher or your parents.
- By looking after other people's websites, acting appropriately when visiting them, not making changes or vandalising them, and reporting any damage that you find.



## Dealing with inappropriate communications or abuse online

- ⦿ Tell someone you trust, like a parent or other adult;
- ⦿ Avoid responding to the online behaviour, leave the site or conversation;
- ⦿ Block the contact or remove them from your list;
- ⦿ Check that your profile settings are private;
- ⦿ Avoid opening messages from people you don't know.

## IPad Requirements

### Recommended iPads are:

If you are considering purchasing a new iPad for 2021, the minimum recommended model we recommend is a full sized 32GB iPad 7th Generation with WIFI. We strongly recommend the WIFI only model to reduce cost and to ensure internet traffic at the school can be filtered;

Families can make their own decisions about where to purchase the iPad. iPads are available from a wide variety of retailers. We have negotiated with [Winthrop Australia](#) to provide you with advice and the opportunity to purchase or consider lease options. *(Please ask staff if you are unsure or have any questions);*

While the School has recommended minimum specifications for the BYOD Program, some older devices may be able to be used. They will connect to the School Wi-Fi and operate via the School filter, however they will not be able to utilise some of the tools such as Apple Classroom (for student management) or enable full functionality of apps. (Some older devices may not be able to download some of the required apps used at school.)

### Other Requirements

**Apps:** a core collection of apps is required. Your classroom teacher will provide more information about this and a copy of an approved list at the start of the year (refer to the school charges and voluntary contributions notice on our website);

**Headphones with microphone:** we recommend students use volume restricted headphones (refer to class booklist for year level recommendation);

**Extended warranty and robust case:** we recommend the purchase of an extended warranty and a robust case to minimize potential damage (refer to Winthrop Australia for advice and options).

### Education Purposes

Students are to use their iPad for educational purposes;

Parents are required to complete the iPad Identification and User Agreement form (refer to our website <http://www.applecrossps.wa.edu.au/sites/default/files/inline-files/BYOD%20iPad%20ID%20and%20User%20Agreement.pdf>).

