



# 1:1 iPad Programme Policy

Blackburn Primary School

# DRAFT Nov 2016

---

## **Related Policies:**

Bullying and Harassment Policy

Cyber Bullying Incident Response Flow Chart

Student and Family Acceptable Use Agreement

Teacher Acceptable Use Agreement

## **Mission Statement:**

Blackburn Primary School has a tradition of excellence and today more than ever remains imbued with a strong sense of community. The School Council, teaching staff and parents work in partnership to provide programs and a learning environment that prepares students for success in the new millennium. In 2016, the implementation of a 1:1 iPad Program across the school aims to more adequately prepare our students for their future learning, supplementing our already rigorous curriculum. iPads will be leased to students on 2 year agreements for the remainder of their time at Blackburn Primary School. It is agreed by School Council that no student will miss out on taking part in the program solely due to financial constraints.

## **Purpose:**

This Policy is reviewed annually and provides guidance for students, staff, parents and other Blackburn Primary School community members. All communications should be in line with this Policy. With the integration of new and emerging technologies Blackburn Primary School provides its students with the best opportunities for their learning. 1:1 learning provides every student access to their own learning in a wireless environment, allowing students to learn at their own pace and ability level. The program aims to give students the capability to collaborate, share information and experiences and take control of their learning in ways not previously possible. This program aims to strengthen the home/school link, enabling students to share, celebrate and further their own learning. This 1:1 iPad program whereby students eventually take their devices home each night, aims to guarantee that parents have more readily accessible information about their child's day to day progress.

**Policy:** The Blackburn Primary School iPad Program complements, not replaces, excellent learning and teaching. The program aims to:

- ✓ develop students' ability to collect, organise and verify information;
- ✓ assist students to collaborate with others, form opinions and engage in discussions and sharing of work;
- ✓ support and/or extend children's learning, allowing for students of varying abilities and skills to access material and experience success;
- ✓ enable content creation that allows students to demonstrate and explain their learning through a variety of Apps;
- ✓ encourage fluent digital skills and exploration of efficient workflow strategies;
- ✓ model and expect responsible Digital Citizenship and Cyber-awareness;
- ✓ enable more efficient communication of learning and progress with parents and families.

**Procedures:** (see also, Acceptable Use Policy Documents, October 2015)

**Students** are responsible for doing their best to ensure:

1. Students bring the iPad each day to school, fully charged. [L][SEP]
2. They keep the iPad in its case at all times to help ensure it stays protected [L][SEP] from accidental wear and tear.
3. They store the iPad in a designated safe place when not in use. [L][SEP]
4. Students use the iPad for school-related activities and learning. [L][SEP]
5. Students keep electronic communication school-related. During instructional activities, electronic communication is to be focused solely on the activity at hand.
6. That they are a responsible digital citizen.
7. Their iPad is only used by themselves.
8. They understand and adhere to the Acceptable Use Policy
9. They follow school instructions regarding appropriate use of their iPad.

**Staff and Leadership at Blackburn Primary School** are responsible for ensuring:

1. The provision of a safe place to store childrens' iPads when not in use. [L][SEP]
2. Provision of regular and efficient technical support, including troubleshooting & fault management.
3. Education on appropriate care for and use of the iPad, including communicating latest best practice surrounding posture.
4. Selection and provision of age and skill appropriate apps.
5. Regular and ongoing education on online bullying/harassment and the potential impact and consequences of this on [L][SEP] individuals.
6. Regular, ongoing education about being a 'Responsible Digital Citizen' (including Cybersafety). [L][SEP]
7. Delivery of quality curriculum that includes but is not limited to iPad use to improve student outcomes.
8. Communication of the latest Cybersafety, eSmart [L][SEP] and other related research to the greater school community.

**Parents** at Blackburn Primary School are responsible for:

1. Monitoring appropriate, school-relevant use of the iPad at home. [L] [SEP]
2. Provision of a safe place in the home to store the device and keep it clean.
3. Monitoring the safe transport of iPads too and from school.
4. Developing family routines that allow for adequate supervision of use.
5. Immediately reporting any concerns about online behavior or material to the school for further discussion.
6. Ensuring that the iPad is returned to school fully charged and ready for use each day.
7. Keeping track of current school advice on which apps are to be installed.
8. Discussing the Acceptable Use Policy with their child and agreeing to support their child in its implementation.

### **Everyday care of the iPad:**

1. iPads are not to be used near liquids or objects of extreme temperature. [L] [SEP]
2. iPads are not left in plain sight or in public. [L] [SEP]
3. A soft cloth is used (such as those used for sunglasses) to clean the iPad screen. [L] [SEP]

### **Accessories**

A suitably protective case is a mission-critical cornerstone for any 1:1 program, facilitating a reduction of breakages (accidental and other) and maximum uptime in the hands of learners. This will also minimise the number of insurance claims.

The Gumdrop Hideaway with Stand has been selected by school leadership for this program, and a bulk educational price secured.

### **Apps**

A value of \$30 per year was selected by school leadership to cover Apps required in the learning environment.

This \$30 per year, per device levy has been included in the figures presented in the 'Modelling' section, and will entitle devices to access up to \$60 worth of Apps due to their discount via the School- Owned VPP (Volume Purchasing Program) account.

### **Financial Matters**

The cost of participation in the Program will be \$7.15 per week. This will include the iPad Air 32Gb WiFi Only, Gumdrop Hideaway Case, Insurance, Apps Levy and technical support. The full yearly amount of \$371.80 will be included in the fee structure but can be paid in instalments throughout the year. Families experiencing financial hardship will be able to loan an iPad after discussions with the Principal.

## **Damage to the iPad**

Self-insurance program managed by the school to cover the cost of accidental damage. The school would manage the claims therefore significantly reducing the approval turnaround time. If there are few claims during the year then the school will review the cost of insurance in the following years. Excess is 1st Claim - \$100, 2nd Claim - \$200, 3rd Claim - \$300. (Beyond this the full cost of a bundle will be charged each time.)