iLearn@UCSC

BYO iPad Program Charter

"World Class eLearning Opportunities"

Striving to accelerate **SPEL**
Skillset
Productivity
Engagement
Learning outcomes

College Phone: 07 5580 7555
College Fax: 07 5580 7500
Junior School: 07 5580 7666
Secondary School: 07 5580 7555
CRICOS Provider Code: 00608A

137 Reserve Road
Upper Coomera, QLD, 4209
Email: enquiries@uppercoomerasc.eq.edu.au
www.uppercoomerasc.eq.edu.au

Learning Pathways to the Future

Contents

137 Reserve Road
Upper Coomera, QLD, 4209
Email: enquiries@uppercoomerasc.eq.edu.au
www.uppercoomerasc.eq.edu.au

College Phone: 07 5580 7555
College Fax: 07 5580 7500
Junior School: 07 5580 7666
Secondary School: 07 5580 7555
CRICOS Provider Code: 00608A

Learning Pathways to the Future

Our Teaching and Learning Vision

Our school teaching and learning vision:

- A **teaching pedagogy** based on **individual pathways** for each student. Teachers guide, support and facilitate students in their learning. Teachers also encourage students to demonstrate **accountability for their learning** through discussions of their learning goals and achievements;
- A focus on using **Information and Communication Technology** (ICT) to enhance the learning process where it is most appropriate;
- **Rigorous, on-going student assessment** based on demonstrated **consistent learning achievements** in a variety of settings and over time;
- **High standards** in **literacy and numeracy** across all 8 key learning areas;
- **Flexible learning spaces**, allowing students to negotiate where and how they learn depending on their needs, interests, learning styles and goals;
- Students who **value lifelong learning** and are **engaged in a global community**;
- **Strong links** between **home, school** and the **wider community**.

Upper Coomera State College *BYO iPad Program*:

- Enables personalisation of student learning through access to rich learning resources;
- Best facilitates the development of knowledge and skills necessary for the 21st century workforce, including digital-age literacy, innovative and creative thinking, effective communication and high productivity;
- Allows continuous access to educational materials allowing learning efficiency to happen anywhere, anytime;
- Provides an engaging, interactive environment for learning;
- Strengthens links between home and school, giving parents the opportunity to see, every day, what their child is learning at school and have relevant, timely, accurate and quality conversations around student learning and progress;
- Allows students the opportunity to display prior knowledge of topics and thus be co-constructive in their own learning journey.

In 2016, over 200 students across Prep to Year 12, will bring their own iPad to support them with their learning.

The advantages of using the iPad include:

- ✓ Access knowledge and information through the vast range of content and creation apps (many of which are free) to support student learning;
- ✓ Access to a wealth of information on the Internet when they need it (using the speak ability via settings to read text for those students in the lower year levels or students with lower literacy levels than their peers) through wireless connectivity;
- ✓ Access to rich media including digital stories, image and video;
- ✓ Increased productivity through quick loading of apps and quick response of the iPad;
- ✓ The iPads operating system is very reliable, ensuring maximum up-time;
- ✓ Provides simple yet sophisticated text, audio and video-based communication facilities for collaboration with peers, teachers and experts in a local, national or global context;
- ✓ Ability to personalise learning and provide work targeted at the correct level for students;
- ✓ High student engagement both independently and collaboratively.

137 Reserve Road
Upper Coomera, QLD, 4209
Email: enquiries@uppercoomerasc.eq.edu.au
www.uppercoomerasc.eq.edu.au

College Phone: 07 5580 7555
College Fax: 07 5580 7500
Junior School: 07 5580 7666
Secondary School: 07 5580 7555
CRICOS Provider Code: 00608A

Learning Pathways to the Future

BYO iPad Program FAQs

Q: To begin with why allow only iPads and no other mobile devices or laptops?
A: We believe in a consistent approach to ensure best productivity with regards to maximising student learning outcomes and providing technical support to students and parents when necessary.

Q: How much of the day will the iPads be used? Will the students still be using pencil and paper as well as handwriting?
A: We envisage that the iPads will be used between 15-75% of the school day. This percentage may also vary from day to day and from student to student as student A may benefit from using the iPad more than student B. Yes, students will still continue to use pencil and paper and to practise handwriting.

Q: Will the iPads be managed at home or at school e.g. loading apps, updating the device?
A: The iPads will need to be managed at home however we can provide some technical support at school if the need arises. UCSC will supply the list of required apps. Parents can choose to load additional apps that are not necessarily required by the school however the use of such apps that are not of educational value, will be limited at school. Also, school required apps may need a majority of a 16gb iPads storage capacity.

Q: Will I be expected to purchase a brand new iPad and do I have to purchase from a particular store e.g. Apple?
A: No, you can choose to use an iPad that you already own or purchase a used iPad. We will not recommend a store where you can purchase an iPad. We do not endorse any one store however the Apple store can support you to setup the device.

Q: Should we purchase a case/cover for the iPad and if so, which one should we buy?
A: Yes, a case/cover is required for your child's iPad. There are many competitively priced cases and covers on ebay or you can choose to purchase form a local store. A fully enclosed case with a clear tempered glass screen protector may be the most protective case for an iPad. We recommend that the case should protect both the front and back of the iPad. We will not recommend a store where you can purchase a case or cover. You should also consider purchasing a waterproof sleeve to put the iPad (in its case) inside e.g. wetsuit material, in case of drink spillage in your child's bag.

Q: Should we purchase a screen protector?
A: You should consider purchasing a tempered glass screen protector to help protect the iPad glass screen from damage.

Q: Is a separate keyboard required?
A: A separate keyboard is not required and when attached to the iPad cover, can sometimes get in the way.

Q: Will students continue to have access to computers and other technologies?
A: Yes. All students at UCSC will continue to have access to computer labs and other relevant technologies to support them with their learning.

Q: Can my child bring a 3G enabled iPad without the SIM?
A: Yes. The reason why we do not want external controlled Internet access is that by the students going through our school wireless, they are also going through Education Queensland Internet filters, helping prevent and protect our students from accessing inappropriate content.

Q: Are we required to purchase a stylus pen?
A: No, we are recommending that students do not bring a stylus to school.

Q: When buying a used iPad, what do I need to be aware of?
A: Every iPad has a serial number and with this number, Apple track the date and place of purchase, length of any remaining warranty, and whether it has been reported as stolen. Before buying a used iPad, it may be worthwhile noting the serial number and contacting Apple Care.

Q: Is my child required to know our Apple id and password?
A: No.
Q: I can't remember the passcode that is set on my iPad and it is locked. How do I unlock it?
A: You will need to restore the iPad to a previous backup.

137 Reserve Road
Upper Coomera, QLD, 4209
Email: enquiries@uppercoomerasc.eq.edu.au
www.uppercoomerasc.eq.edu.au

College Phone: 07 5580 7555
College Fax: 07 5580 7500
Junior School: 07 5580 7666
Secondary School: 07 5580 7555
CRICOS Provider Code: 00608A

Learning Pathways to the Future

Information for Students and their Parents about Acceptable Usage

Acceptable device use

Students must follow the school rules when using their iPad:

➢ Be Safe
➢ Be Respectful
➢ Be a Learner

Students must comply with the [Acceptable Use of the Department's Information, Communication and Technology (ICT) Network and Systems](#)

Communication through internet and online communication services must also comply with the department's [Code of School Behaviour](#) and the Upper Coomera State College Responsible Behaviour Plan for Students available on our school website.

Examples of acceptable use includes:

- engagement in class work and assignments set by teachers
- developing appropriate 21st Century knowledge, skills and behaviours
- authoring text, artwork, audio and visual material for publication on the Intranet or Internet for educational purposes as supervised and approved by school staff
- conducting general research for school activities and projects
- communicating or collaborating with other students, teachers, parents, caregivers or experts as part of assigned school work
- accessing online references such as dictionaries, encyclopaedias, etc.
- researching and learning through the school's eLearning environment
- ensuring the device is fully charged before bringing it to school to enable continuity of learning

Students should be courteous, considerate and respectful of others when using their iPad.

Unacceptable device use

Examples of unacceptable use includes:

- using the device in an unlawful manner
- downloading (or using unauthorised software for), distributing or publishing of offensive messages or pictures
- using obscene, inflammatory, racist, discriminatory or derogatory language
- using language and/or threats of violence that may amount to bullying and/or harassment, or even stalking
- insulting, harassing or attacking others or using obscene or abusive language
- deliberately wasting printing and Internet resources
- intentionally damaging any devices, accessories, peripherals, printers or network equipment
- committing plagiarism or violate copyright laws
- using unsupervised internet chat
- sending chain letters or spam email (junk mail)
- accessing private 3G/4G networks during the school day
- knowingly downloading viruses or any other programs capable of breaching the department's network security
- using the device's camera anywhere a normal camera would be considered inappropriate, such as in toilets
- invading someone's privacy by recording personal conversations or daily activities and/or the further distribution (e.g. forwarding, texting, uploading, Bluetooth use etc.) of such material
- students should not divulge personal information (e.g. name, parent's name, address), via the Internet or e-mail, to unknown entities or for reasons other than to fulfil the educational program requirements of the school.

137 Reserve Road
Upper Coomera, QLD, 4209
Email: enquiries@uppercoomerasc.eq.edu.au
www.uppercoomerasc.eq.edu.au

College Phone: 07 5580 7555
College Fax: 07 5580 7500
Junior School: 07 5580 7666
Secondary School: 07 5580 7555
CRICOS Provider Code: 00608A

Learning Pathways to the Future

What is expected of schools when providing student's with access to ICT facilities?

Schools will provide information in relation to student access and usage of its network and reserves the right to restrict/remove student access to the intranet, extranet, internet or network facilities if parents or students do not adhere to the school's network usage and access guideline/statement.

The school will educate students on cyber bullying, safe internet and email practices and health and safety regarding the physical use of electronic devices. Students have a responsibility to incorporate these safe practices in their daily behaviour at school.

Where possible, internet usage by students will be considered and prepared prior to class engagement, including, filtering and checking sites students are directed to visit. An assessment should be made of the appropriate timeframe for access to the internet for completing the set task or duration a student should have access to the internet (e.g. during schools hours, outside of school hours).

What awareness is expected of students and their parents?

Students and their parents should:

Understand the responsibility and behaviour requirements (as outlined by the school) that come with accessing the school's ICT network facilities and ensure they have the skills to report and discontinue access to harmful information if presented via the internet or e-mail;

Be aware that the ICT facilities should be utilised with good behaviour as stipulated under the Code of School Behaviour; and that students breaking these rules will be subject to appropriate action by the school. This may include restricted network access, or loss of byo privilege, for a period as deemed appropriate by the school.

Be aware that access to ICT facilities provides valuable learning experiences, therefore giving the student educational benefits in line with the school's educational program;

Be aware that the internet gives access to information on and from a wide variety of organisations, subjects, people, places with origins from around the world. The school cannot control information accessed through the internet; and information may be accessed or accidentally displayed which could be illegal, dangerous or offensive, with or without the student's immediate knowledge; and

Understand that teachers will always exercise their duty of care, but protection, mitigation and discontinued access to harmful information requires responsible use by the student.

Internet Use at School

At school, students must agree to follow the Acceptable Use of the Department's Information, Communication and Technology (ICT) Network and Systems in relation to Internet Use. Internet access is provided by Education Queensland's Managed Internet Service (MIS) and provides students with Content-filtered Internet access and Virus-filtered email.

MIS provides the means to filter students' access to web pages from a global level; controlled by Education Queensland and from a school level when appropriate.

Internet Use at Home

The iPads can be configured to connect to a home wireless or wired network. This configuration can be performed as with a normal iPad.

137 Reserve Road
Upper Coomera, QLD, 4209
Email: enquiries@uppercoomerasc.eq.edu.au
www.uppercoomerasc.eq.edu.au

College Phone: 07 5580 7555
College Fax: 07 5580 7500
Junior School: 07 5580 7666
Secondary School: 07 5580 7555
CRICOS Provider Code: 00608A

Learning Pathways to the Future

E-Mail Use

While at UCSC, students have access to a Department of Education, Training and Employment email account, which they can access from home and school for the purposes of learning. Email traffic is monitored for inappropriate use, content and language.

Digital citizenship

Students should be conscious creators of the content and behaviours they exhibit online and take active responsibility for building a positive online reputation. They should be conscious of the way they portray themselves, and the way they treat others online.

Students should be mindful that the content and behaviours they have online are easily searchable and accessible. This content may form a permanent online record into the future.

Interactions within digital communities and environments should mirror normal interpersonal expectations and behavioural guidelines, such as when in a class or the broader community.

Parents are requested to ensure that their child understands this responsibility and expectation. The school's Responsible Behaviour Plan also supports students by providing school related expectations, guidelines and consequences.

Cybersafety

If a student believes they have received a computer virus, spam (unsolicited email), or they have received a message or other online content that is inappropriate or makes them feel uncomfortable, they must inform their teacher, parent or caregiver as soon as is possible.

Students must never initiate or knowingly forward emails, or other online content, containing:
- a message sent to them in confidence
- a computer virus or attachment that is capable of damaging the recipients' computer
- chain letters or hoax emails
- spam (such as unsolicited advertising).

Students must never send, post or publish:
- inappropriate or unlawful content which is offensive, abusive or discriminatory
- threats, bullying or harassment of another person
- sexually explicit or sexually suggestive content or correspondence
- false or defamatory information about a person or organisation.

Parents, caregivers and students are encouraged to read the department's Cybersafety and Cyberbullying guide for parents and caregivers.

Web filtering

The internet has become a powerful tool for teaching and learning, however students need to be careful and vigilant regarding some web content. At all times students, while using ICT facilities and devices, will be required to act in line with the requirements of the *Code of School Behaviour* and any specific rules of the school. To help protect students (and staff) from malicious web activity and inappropriate websites, the school operates a comprehensive web filtering system. Any device connected to the internet through the school network will have filtering applied.

The filtering system provides a layer of protection to staff and students against inappropriate web pages, spyware and malware, peer-to-peer sessions and scams and identity theft.

137 Reserve Road
Upper Coomera, QLD, 4209
Email: enquiries@uppercoomerasc.eq.edu.au
www.uppercoomerasc.eq.edu.au

College Phone: 07 5580 7555
College Fax: 07 5580 7500
Junior School: 07 5580 7666
Secondary School: 07 5580 7555
CRICOS Provider Code: 00608A

Learning Pathways to the Future

This purpose-built web filtering solution takes a precautionary approach to blocking websites including those that do not disclose information about their purpose and content. The school's filtering approach represents global best-practice in internet protection measures. However, despite internal departmental controls to manage content on the internet, illegal, dangerous or offensive information may be accessed or accidentally displayed. Teachers will always exercise their duty of care, but avoiding or reducing access to harmful information also requires responsible use by the student.

Students are required to report any internet site accessed that is considered inappropriate. Any suspected security breach involving students, users from other schools, or from outside the Queensland DETE network must also be reported to the school.

The personally-owned devices have access to home and other out of school internet services and those services may not include any internet filtering. Parents/caregivers are responsible for appropriate internet use by their child outside the school.

Parents, caregivers and students are also encouraged to visit the Australian Communications and Media Authority's CyberSmart website for resources and practical advice to help young people safely enjoy the online world.

Privacy and confidentiality

Students must not use another student or staff member's username or password to access the school network or another student's device, including not trespassing in another person's files, home drive, email or accessing unauthorised network drives or systems.

Additionally, students should not divulge personal information via the internet or email, to unknown entities or for reasons other than to fulfil the educational program requirements of the school. It is important that students do not publish or disclose the email address of a staff member or student without that person's explicit permission. Students should also not reveal personal information including names, addresses, photographs, credit card details or telephone numbers of themselves or others. They should ensure that privacy and confidentiality is always maintained.

Intellectual property and copyright

Students should never plagiarise information and should observe appropriate copyright clearance, including acknowledging the original author or source of any information, images, audio etc. used. It is also important that the student obtain all appropriate permissions before electronically publishing other people's works or drawings. The creator or author of any material published should always be acknowledged. Material being published on the internet or intranet must have the approval of the principal or their delegate and have appropriate copyright clearance.

Copying of software, information, graphics or other data files may violate copyright laws without warning and be subject to prosecution from agencies to enforce such copyrights.

Monitoring and reporting

Students should be aware that all use of internet and online communication services can be audited and traced to the account of the user.

All material on the device is subject to audit by authorised school staff. If at any stage there is a police request, the school may be required to provide the authorities with access to the device and personal holdings associated with its use.

137 Reserve Road
Upper Coomera, QLD, 4209
Email: enquiries@uppercoomerasc.eq.edu.au
www.uppercoomerasc.eq.edu.au

College Phone: 07 5580 7555
College Fax: 07 5580 7500
Junior School: 07 5580 7666
Secondary School: 07 5580 7555
CRICOS Provider Code: 00608A

Learning Pathways to the Future

Misuse and breaches of acceptable usage

Students should be aware that they are held responsible for their actions while using the internet and online communication services. Students will be held responsible for any breaches caused by other person(s) knowingly using their account to access internet and online communication services.

The school reserves the right to restrict/remove access of personally owned mobile devices to the intranet, internet, email or other network facilities to ensure the integrity and security of the network and to provide a safe working and learning environment for all network users. The misuse of personally owned mobile devices may result in disciplinary action which includes, but is not limited to, the withdrawal of access to school supplied services.

Learning Pathways to the Future

General Care (Students are responsible for the general care of the iPad)

General Precautions

- It is recommended that food or drink should not be next to your iPad when in use.
- Cords, cables, and removable storage must be inserted into, and removed from the iPad carefully.
- Students should never carry their iPad while the screen is open, unless directed to do so by a teacher.
- The iPad should never be left in a car or any unsupervised area.
- Students are responsible for ensuring the battery is charged for school each day.

Transporting the iPad

A protective iPad carry bag has sufficient padding to protect the equipment from normal treatment and provide a suitable means for carrying the iPad within the school. The guidelines below should be followed:

- The iPad should always be within a protective case when carried.
- A waterproof sleeve is recommended to avoid the iPad getting wet (drink bottles should be kept in a different compartment in a child's backpack) and for further protection.

Screen Care

The screen can be damaged if subjected to rough treatment. They are particularly susceptible to damage from excessive pressure and can be costly to repair.

- Do not lean on the top of the iPad.
- Do not place anything near the iPad that could put pressure on the screen.
- Do not place anything in the carry case that will press against the cover.
- Clean the screen with a soft, dry cloth or anti-static cloth.

Occupational Health and Safety

Students are advised to consider the following advice when using their iPad.

- Taking regular rest breaks (at least every 20 minutes; more often if the setup is not ideal to allow muscles and vision to recuperate).
- Not using the iPad for more than 2 hours in any session.
- Working in an environment free from glare.
- Using the iPad on a desk rather than on the lap whenever possible.
- Changing the viewing angle to minimise the need to bend the neck.
- Using a chair that maintains good posture.
- Reducing the need to carry the iPad (where practicable).

137 Reserve Road
Upper Coomera, QLD, 4209
Email: enquiries@uppercoomerasc.eq.edu.au
www.uppercoomerasc.eq.edu.au

College Phone: 07 5580 7555
College Fax: 07 5580 7500
Junior School: 07 5580 7666
Secondary School: 07 5580 7555
CRICOS Provider Code: 00608A

Learning Pathways to the Future

Potential Hazards

The main feature of mobile devices that causes problems is the minimal amount of ergonomic adjustment – this promotes poor posture.

If the screen is at the optimal height for the operator then the keyboard is too high, and if the keyboard is at the optimal height then the screen is too low. Both scenarios may contribute to muscle discomfort or strain to varying degrees.

Potential injuries that can occur through using iPads include:
- Occupational Overuse syndrome (OOS) [also known as repetitive strain injury (RSI)] as a result of sustained unnatural postures and/or prolonged tension on muscles, tendons, and other soft tissues.
- Eye strain through use in environments where there is poor lighting, glare, or reflection, and as a result of straining to view details on small screens.
- Manual handling strain through carrying the iPad for extended periods and/or lifting them out of awkward spaces. Strain may be the aggravation of an existing injury.
- Tripping hazards can also exist where the mobile device has external cables attached such as mains power cords or external drive connectors.

Minimising the Risk of Strain or Injury
- Where possible, place the iPad on a desk at a height where the elbows are at 90 degrees and the wrists kept straight.
- Wherever possible sit in a comfortable chair at a desk.
- Take frequent rest breaks at least every 20 minutes but more often if the setup is not optimal to allow eyes and muscles to recuperate.
- Avoid using the iPad for extended periods (maximum of 2 hours in any session).
- Setting the screen at an angle that reduces, as far as possible, the need to bend your neck and minimises reflection.

Preventing Eye Strain

Eyestrain and headaches can be caused by the constant viewing of small objects on small screens, incorrect monitor position, or glare or reflection from lighting sources. The risk of eyestrain can be reduced by ensuring students:
- Work in environments free from glare or reflection.
- Have adequate lighting.
- Increase font size for comfortable viewing.
- Position the iPad screen for comfortable viewing distance.
- Take frequent rest breaks. (An old but valid idea is the 20/20 rule that states "every 20 minutes look at something about 6 metres for 20 seconds").
- Regularly blink to lubricate your eyes.
- Adjusting the screen brightness, colours and/or contrasts can also assist in reducing eyestrain.

137 Reserve Road
Upper Coomera, QLD, 4209
Email: enquiries@uppercoomerasc.eq.edu.au
www.uppercoomerasc.eq.edu.au

College Phone: 07 5580 7555
College Fax: 07 5580 7500
Junior School: 07 5580 7666
Secondary School: 07 5580 7555
CRICOS Provider Code: 00608A

Learning Pathways to the Future

References

- Australian Standard AS 3590 (1990) screen-based workstations, workstation furniture and input devices.
- Occupational Overuse syndrome – Keyboard Operators: Reducing the Risk.
- Workplace Health and Safety – http://www.dir.qld.gov.au/workplace/index.htm
- Using your device safely, Department of Education, Victoria.

137 Reserve Road
Upper Coomera, QLD, 4209
Email: enquiries@uppercoomerasc.eq.edu.au
www.uppercoomerasc.eq.edu.au

College Phone: 07 5580 7555
College Fax: 07 5580 7500
Junior School: 07 5580 7666
Secondary School: 07 5580 7555
CRICOS Provider Code: 00608A

Learning Pathways to the Future

BYO iPad Program Supported Device Requirements

Apple iPad supported product

Device Name	WiFi Model	Cellular (3G) Model
iPad 1st Generation (no camera)	NO	NO
All other iPad versions (inc. mini)	YES	NO

**Prep to Year 2 we suggest an iPad mini for ease of portability for small hands.

**All storage versions are supported in the *BYO iPad program* at UCSC – (16GB, 32GB, 64GB, 128GB) however you may like to check with the local high school that your child will be attending to request their minimum specification and size, should they also allow students to bring their own iPad

Keep in mind that any personal applications and content placed on the device may interfere with the storage requirements for school use as the full 16GB of storage may be required by some classes.

Apple devices meet the specifications for Education Queensland and will work quickly and easily on our network at school and for you at home (Internet access is via wireless). Network and platform maintenance costs to support the successful operation of the iPad devices at school will be covered by the school however hardware issues are the responsibility of parents. Visit the Apple website at www.apple.com.au for information about Apple warranty.

Charging the Device and Battery Maintenance

iPads brought to school will need to be fully charged. **The power supply will not be required to be brought to school.** The school will have a number of iPad power supplies to charge the iPad in the event of a battery being depleted. Leaving power supplies at home reduces the weight of the equipment student's transport to and from school and reduces likelihood of damage and/or loss.

The battery life of portable devices is improving as technological enhancements are made. To get the most out of the battery life of the iPads, follow these simple tips:

- Reduce the screen brightness to a comfortable level
- Lock the iPad screen when not in use
- Close all running apps when not in use
- At least once a week, drain the battery to 0% and fully recharge to 100%. This will aid the life of the battery.

Other Privately Owned Devices

At this time, Apple iPads are the only mobile device allowed to be brought to school as part of the *BYO iPad program* at UCSC. UCSC will not sanction any other privately owned devices connecting to the school network, other than the devices nominated in the *BYO iPad program* supported devices section. This exclusion includes all other private iPads, and mobile broadband devices. The policy has been enacted to prevent exposure of the school network to security risks.

Mobile Network (3G & 4G) Connectivity…

Due to school-based policy, 3G and 4G compatible devices are not allowed into school. This includes mobile phones, mobile broadband devices and any other device with the capability of connecting to an external cellular network. This policy has been made to ensure that our school network is not compromised and that students are not able to access an unfiltered internet connection whilst at school. Unfortunately there is no way to block a cellular connection from iPads with this capability.

137 Reserve Road
Upper Coomera, QLD, 4209
Email: enquiries@uppercoomerasc.eq.edu.au
www.uppercoomerasc.eq.edu.au

College Phone: 07 5580 7555
College Fax: 07 5580 7500
Junior School: 07 5580 7666
Secondary School: 07 5580 7555
CRICOS Provider Code: 00608A

Learning Pathways to the Future

Security, Insurance and Finance…

While the BYO iPads will be securely stored during break times, parents are encouraged to seek personal insurance. Check with your preferred insurance company (or even the iPad reseller) about your personal insurance at home and, to and from school, for your iPad.

The school cannot enter into any finance arrangements with families for the iPads.

Damage in transit…

All iPads will require a protective case when being transported. This will be an additional cost but is well worth the outlay as it is the best form of insurance for iPads and will often protect the device from impacts and accidents. An additional sleeve to place the iPad in cover in is also recommended.

Damage at school…

All devices are monitored by teachers at school and rules are in place to prevent foreseeable problems and damage however, from time to time, accidents may occur. If any damage to a device is through negligence of the school, the school will cover the cost of repair. If damage is caused by deliberate or careless actions of a student (owner or others), the costs of repair will be passed onto those involved and necessary behaviour consequences may apply. The decision around the responsibility for repair costs is at the discretion of the Principal.

Required apps

Each privately owned iPad in the BYO program will require necessary apps to be installed at the cost of the parent (most are FREE). The list of required apps can be found on UCSC's website.

At UCSC, criteria is used to select required apps for the iLearn@UCSC BYO iPad Program (final approval for app selection is by the Principal or delegate). The 2 levels of required apps at UCSC are:
  ➢ Whole School (all classes at UCSC use these apps)
  ➢ Year Level (all classes in a year level use these apps)

An apps audit will occur at the end of each year to finalise required apps for the following year. UCSC will endeavour to monitor apps for changes to ensure they continue to comply with our apps selection process.

Apps may be requested by the individual classroom teacher to support class learning or recommended to individual students to support individual students' specific learning needs.

137 Reserve Road
Upper Coomera, QLD, 4209
Email: enquiries@uppercoomerasc.eq.edu.au
www.uppercoomerasc.eq.edu.au

College Phone: 07 5580 7555
College Fax: 07 5580 7500
Junior School: 07 5580 7666
Secondary School: 07 5580 7555
CRICOS Provider Code: 00608A

Learning Pathways to the Future

Student Participation Agreement (BYO iPad Program 2016)

General Use
1. I understand it is recommended that I **bring my personal iPad to school each day**.
2. I will ensure the **iPad is charged** and ready to use at the beginning of each school day.
3. I will hold the **iPad with two hands** when carrying it and **will walk** with it at all times.
4. I will **ensure my iPad is kept in my school bag on my trip to and from school.**
5. I will **keep food and drinks away** from my iPad at school.
6. I will **immediately report any accidents or breakages** to my parents and teachers.
7. Seek permission from individuals prior to taking photos and recording sound or video.
8. I will follow all staff directions in relation to the use of my iPad.
9. I understand that if any damage to a device is through substantiated negligence of the school, the school will cover the cost of repair. If damage is caused by deliberate or careless actions of a student (owner or others), the costs of repair will be passed onto those involved and necessary behaviour consequences may apply. The decision around the responsibility for repair costs is at the discretion of the Principal.

Content
1. I will use the iPad only to **support my school learning program** whilst at UCSC.
2. I permit my teachers and parents to **perform checks** to monitor that I have not installed illegal / unsuitable software applications and content and to check the websites which I visit. I understand there will be **consequences** for inappropriate use including, but not limited to, loss of privilege of using the iPad for a period of time.
3. I am responsible to ensure my iPad is **backed up**.

Safety and Security
1. Whilst at school, I will only connect my iPad to Education Queensland's Managed Internet Service. I am not permitted to access 3G Internet at school.
2. Whilst at school, I will **only go to websites at school** that support my learning activities.
3. I will only use my **school email account** for mail related to my learning.
4. I will be **cybersafe** and **cyber smart** when using the internet.
5. I will demonstrate **etiquette** when using my iPad / other equipment with regard to other people.
6. I will **only take photos and record sound and video** when granted permission by my teacher.
7. The school name, crest or uniform must not be used in any way which would result in a negative impact for the school and its community. I will not post photos, audio or video of such.
8. I will use my iPad lawfully and in accordance with the *Appropriate Use/Behaviour of School Network* guidelines regarding **ethical use** of equipment, technology, use of legal software, use of the Internet and the protection of personal data.
9. For security reasons, I am **not to share account names and passwords** with anyone unless requested by *UCSC* staff when servicing the iPad.
10. I am **responsible for the security and use of my iPad while at UCSC**. Lockable storage will be provided for students to place their equipment during lunch and play breaks.

I have read and understand the UCSC BYO iPad Program Charter and the UCSC Responsible Behaviour Plan for Students. I agree to abide by the guidelines outlined by both documents.

I am aware that non-compliance or irresponsible behaviour, as per the intent of the Charter and the Responsible Behaviour Plan, will result in consequences relative to the behaviour, to be determined by the school.

I understand that these expectations also apply when using other school technology equipment.

Name of Student: _____   Student Signature: _____
Name of Parent: _____   Parent Signature: _____

137 Reserve Road
Upper Coomera, QLD, 4209
Email: enquiries@uppercoomerasc.eq.edu.au
www.uppercoomerasc.eq.edu.au

College Phone: 07 5580 7555
College Fax: 07 5580 7500
Junior School: 07 5580 7666
Secondary School: 07 5580 7555
CRICOS Provider Code: 00608A

Learning Pathways to the Future

Date: _____   Class: _____