



Years 3-6 Digital Technologies Program Acceptable Usage Agreement

The iPad program allows teachers to embed technology into their classroom learning and teaching and to help develop students to become responsible digital citizens. With the extra technologies available for use, there are also increased expectations so that students can benefit from the range of opportunities and experiences available. iPads are a compulsory item for students in Years 3-6. Therefore, iPads should only have apps and programs on them that students are to use as part of the learning environment. We acknowledge that many students now have a mobile phone or smart watch with internet access. Mobile phones will be kept in a container in classrooms during school hours and Wi-Fi is expected to be turned off on watches.

Student Responsibilities:

- Students will follow all classroom protocols set out by their teachers regarding iPad use.
- Students will ensure they bring their iPad to school fully charged each day.
- When transporting iPads to and from school, students will ensure their device always remains inside their school bag and is not taken out until they are in the classroom. After school a student may ask the duty teacher for their permission to use their iPad only if they need to contact someone regarding transport.
- iPads will not be used during recess or lunch times, unless the student is given permission by the class teacher.
- Students will follow all instructions given by a teacher regarding their device, including allowing access to teachers at any time.
- The iPads will contain only school approved apps and programs (all other apps/games are to be in a 'Home' folder and not accessed at school).
- There will be no social media apps on the iPad during Term times (please note: most social media apps legally require the user to be 13 years old) and it is expected that iMessage be turned off during school hours.
- Passwords will not be shared with others in the class.
- Students are expected to always ask permission of another student or adult when taking photos/videos and only use photos or videos for school related work.
- Photos and videos use a lot of space, so students need to backup personal photos and videos to another device to ensure there is enough space on the iPad for school activities.
- Students will not give out any personal information online that could be used to identify them, their classmates, their school, or their families.

- Anything on the iPad that belongs to a student's family (e.g. family photos or apps used by other family members at home) must not be accessed or shared at school without the written permission of parents and agreement from teachers.
- Mobile phones are to stay in schoolbags before school and may only be used after school if a student is contacting a parent/carer regarding after school arrangements.

Parent/Carer responsibilities:

- Arrange for the supply of an iPad which complies with the requirements of the iPad program as detailed on the school website at
 - <https://www.smc.tas.edu.au/learning/technology/devices/>
- It is advisable to have rules in place for the use and care of the student's device at home e.g. making sure the iPad is not used in a bedroom where use is unsupervised and that iPads need to be charged every night.
- Monitor the student's use of ICT at home, with a limit on 'screen time' and recognising the dangers of screen time addiction.
- Discuss issues of privacy, cyber safety and cyber bullying with your child.
- Ensure any damage to the iPad (e.g. a cracked screen) is fixed in a timely manner.
- Decide whether to arrange for insurance cover or a care plan, to insure the iPad for theft and/or damage.
- Ensure the iPad has a protective case and supply headphones for classroom use.
- Check the content, photos and internet history from time to time.
- Be proactive in discussing with your child why social media apps that require a user to be 13 are not appropriate for primary students.
- Know how to use Parental Controls to block or limit specific apps and features on your child's device. There are some excellent resources and ideas on the SMC website
 - <https://www.smc.tas.edu.au/learning/technology/> → Cyber Safety
- Explain to your child that the school has restrictions on the use of iPads and mobile phones before, during and after school because these devices are for learning opportunities, not to be used for games or social media.

PLEASE RETAIN THIS FRONT PAGE FOR YOUR RECORDS



Parent/Carer

As the parent/carer of _____ I have read the "2024 Digital Technologies Acceptable Use Agreement" and have discussed the information with my child. I also acknowledge that:

- My child will receive their own email address and I am able to request the username and password of that account.
- My child will need an iTunes account and it is my responsibility to provide my child with access to an iTunes account or a family account.
- Steps have been taken by St Mary's College to minimise the risk of exposure to unsuitable material, however I acknowledge that it is impossible for the school to restrict access to all inappropriate content and materials.
- I accept responsibility for supervision when my child is using their iPad outside of the school setting.
- I agree to my child transmitting work electronically to teachers and having work published where St Mary's College considers it appropriate.

Signed Parent/Carer _____ Date: _____

Name of Parent/Carer _____

Student

I have read the "2024 iPad Acceptable Use Agreement" with my parent/carer and understand how important the conditions and recommendations are.

- I understand the conditions in this Agreement.
- I understand that I must make sure my device/phone is secure when it is not in use – this includes travelling to and from school.
- I will follow my teacher's instructions regarding the use of my iPad.
- I understand that it is not acceptable to be using social media on my iPad during Term time and that I will not use any social media or iMessage in a negative manner.
- I understand that my iPad/phone is not to be used before/after school, (in the school grounds) unless contacting a parent/carer.

I understand that if I break any of these conditions, I may:

- Meet with the Director or Deputy Director of the Junior School and discuss my actions and participation in the program, and my parent/carer will be informed.
- Have my activities and actions while using my device monitored extensively.
- Have restricted access to my device during class time.
- In the case of repeated breaches of the conditions I will have my privileges to participate in the iPad program removed.

Signed Student: _____ Date: _____

Name of Student: _____