BPPS iPad Code of Conduct Agreement

This document is intended to ensure that the use of iPads at Boroondara Park Primary School is a safe, considered and productive practice for all concerned. Failure to follow this Code of Conduct may result in restriction of school use or further disciplinary actions.

GENERAL USE

1. I will bring my iPad to school each day.
2. I will ensure the iPad is charged for the beginning of each school day.
3. My iPad will be up to date with the latest iOS software and be loaded with the school required apps.
4. I will keep food and drinks away from the iPad at all times.
5. I will immediately report any accidents or breakages to my parents and teachers.
6. If I have Before or After School Care, I will ensure that my iPad is secured in the OSH building at all times.
7. I will not use the iPad in the yard before or after school or at playtimes.
8. I will keep my iPad in my school bag at all times when traveling to and from school.
9. I will not change any settings on the iPad without my teachers and parents permission.

CONTENT

11. Whilst at school I will use the iPad only to support my learning program.
12. I understand my teachers and parents will perform checks to monitor that I have not installed illegal / unsuitable software applications and content and to check the websites which I visit.
13. If I accidentally access inappropriate material, I will:
   • not show others;
   • turn off the screen;
   • report the incident to a teacher immediately.
15. I will NOT upload pictures or videos of ANYONE to the internet.
16. If I am to take a picture or video of anyone, I will always seek their permission first and check with the teacher.
17. My iPad will not contain inappropriate content, be it apps, photos, videos or documents.
18. All non school apps will be kept on the final screen of the iPad.
19. I will only go to websites at school which support my learning activities.
20. I will always keep my iPad in its case.

21. I will use **appropriate language** when using my iPad and treat others with respect.

22. I will be mindful of personal safety when I put personal information online. Personal identifying information includes any of the following:
   - my full name;
   - my address;
   - my school;
   - my e-mail address;
   - my phone numbers;
   - photos of me and/or people close to me.

23. Only I will hold and my iPad (apart from teachers and technicians and staff). I also won’t hold or use another student’s iPad.

24. For security reasons, I am **not to share account names and passwords** with anyone unless requested by staff or technicians when servicing the iPad.

25. I will handle my iPad with care, being careful not to place it on the floor or in any other situation which may lead to damage or breakage.

26. I understand if the above conditions are not followed, I may **not be granted the authorisation to use the iPad at school and further disciplinary action may take place**.

Name of Student: __________________________

Student Signature: _________________________

Name of Parent: __________________________

Parent Signature: _________________________

Date: __________________

iPad Serial Number: ________________________

Please note: This is a working document that may change as needs arise.