



Guidelines for the BPPS 1-1 iPad Program for 2016



2016 marks the completion of our iPad roll out for Years 3 to 6. The personal application of technology holds much potential in both

classroom and home settings, but it also presents challenges and difficulties. The guidelines below have been designed to maximise security, safety and the effectiveness of the program whilst minimising hassles, dangers and issues. Our intent is to begin the program with baby steps as this is a learning process for students, parents and teachers alike.

Whilst we are excited about the opportunities for school-home partnerships the 1-1 program opens up, we are mindful of the increased requirements on parents. With this in mind we will endeavour to support parents in completing their roles at home, provide “how to” documentation and most importantly listen to concerns and suggestions as the program moves throughout 2015.

School Days

- * iPads will be required at school everyday (unless notified by school for an excursion, camp etc)
- * iPads return home each night

- * The classroom will be open and supervised from 8.45-8.55 each day for children to arrive store their iPad in the classroom storage unit. After completing this task, teachers will expect children to return outside until the bell sounds.
- * Children running late (after the bell) to go straight to line up/classroom.
- * If children attend OSH Club before or after school, they will have provision to store the iPad during their stay.
- * The iPad is not to be used in the playground at any time, before or after school.
- * All iPads will be kept inside the classroom during the day and the classroom doors will be locked at recess, lunchtimes and when the classroom is unattended.
- * The iPads will not be taken outside without the direct permission of a teacher and only for curriculum use during school hours.
- * When not in use, iPads will be stored securely.
- * Your iPad will need to have a protective case that **covers both the back and the screen.**
- * Some form of external identification (a sticker, a design) will be needed so as students can easily and quickly differentiate their iPads from their classmates’.

Security

- * All iPads, regardless of ownership option will be registered with the school to assist technicians to maintain the iPads and teachers to monitor use. This will require the following information to be recorded.
 - Student’s name
 - Student’s grade
 - iPad serial number
- * The school technicians and teachers will make regular network and history checks to monitor internet use and the appropriateness of applications and files.
- * Students will not have access to the iTunes store, YouTube, FaceTime, messaging or other social networking sites (this excludes class blogs or wikis).

- * The iPad should be set up with a passcode that is the same as your child's BPPS computer login (a four digit code). This allows your child to secure their iPad but also for staff to be able to access it when needed.
- * The only people who should be touching and using your child's iPad at school, apart from themselves, are teachers and school technicians. No student should be handling or using another student's iPad
- * iPads should always stay out of sight in school bags when travelling to and from school.

The iPads @ Home

Installing apps, maintaining software updates and backing up data will be the responsibility of individual families. This can be done through the home computer or on through the iPad itself (wireless internet will be required at home for this option). BPPS will provide documentation on how to do these steps.

- * iPads will work best with wireless internet at home. This allows access to the internet, updating apps, downloading etc. We advise for the best experience to have wireless internet at home.
- * iPads should be charged overnight to ensure they will last the next school day
- * It is advisable for parents to back up their iPad to either the Apple Cloud or home computer on a monthly basis in case of loss of content
- * Periodically, iPads will need to have their operating system updated. This will need to be done at home.
- * The current iOS (operating system) for iPads allows apps to be downloaded automatically. This should ensure you won't need to update apps yourself (they will update in the background at home)
- * At home, we recommend that students use the iPad in a family common room area.
- * It is recommended that parents set up the "Restrictions to the iPads" using a different passcode to the lockscreen passcode.

On the iPads

- * iPads will need to have school chosen apps installed (see list at the end of the handout). These will need to be installed **at home**
- * Additional apps (ones purchased by families and not school specific) can be installed on iPads but need to be placed in a folder on the extreme right of the iPad “windows”
- * Additional apps are not be used at school
- * **Any additional content; photos, apps, documents etc, must be appropriate for school and fall in line with our Internet Usage Agreement. A simple rule of thumb – if you are unsure do not have it on the iPad.**
- * iPads will need a minimum of 6 GB free for school related work. The plan is to start each year with previous work saved offline allowing for a fresh, clean start.

iTUNES Accounts

- * An iTunes account is necessary to download applications to allow the iPad to function.
- * It is a requirement of Apple that a person **must be over 13 years of age to have an Apple ID** and therefore an iTunes account.
- * When setting up an iTunes account it is strongly recommended to use an iTunes gift card and not a personal credit card.
- * It is recommended that parents set up their iTunes account to their email, so they will be aware of any purchases made through the iTunes store.
- * Students **will not** be required to access the family’s iTunes account at school.
- * Teachers will communicate with parents if an additional app is required to be downloaded for a task at school.
- * There is no reason for your child to know the iTunes password, nor is it appropriate for staff to know. It is for parents to keep safe to ensure no unauthorised purchases are made on their iTunes account.

BYOD (bring your own device) iPads

- * Parents can supply their own iPads for use in the program. These include the following models –iPad 3, iPad 4, iPad Air and Air 2. The original iPad (iPad 1) lacks a camera and the ability to run many apps
- * BYOD iPads do not need to be new
- * BPPS takes **NO** responsibility for insurance or warranty issues with BYOD. It pays to check with your own home and contents insurance for coverage on devices such as iPads.
- * BYOD iPads will require a protective cover (front and back)

FAQ

Can I install my own apps?

As long as the apps are appropriate for school, apps to use at home are perfectly fine to install and use at home. In school time, we will be using a range of carefully selected apps for educational purposes.

What technical support will there be?

Classroom teachers will continue to develop their professional understandings of iPads which is the first step of technical assistance. The school employs two technicians to support our school network.

Isn't it unsafe for students to be transporting iPads to school?

Experience here and overseas has shown that there are very few incidents while students travel to school. Students will be encouraged to always ensure that their iPad is inside its protective cover and safely inside their zipped school bag. The opportunity for a police visit to talk to the students on travel safety could also be organised.

What do I need at home to use an iPad?

A wireless home internet connection is required to download apps, update the iPad and browse the web. Many other apps will not require an internet connection to operate (Pages, Strip Design, iMovie etc).

What if I don't have wireless internet at home?

The iPad is designed to use a wireless network when using internet based activities such as browsing the internet or sending emails. As such a home wi-fi connection is desirable. It does not require an internet connection for many apps and the school will be looking to incorporate home based activities that at times do not require an internet connection.

Will the students stop handwriting?

No. The development of handwriting will continue to be part of our curriculum. Students will be handwriting in a range of situations – short note taking or brainstorming through to longer form written responses and narratives.

I'm worried about cyber safety and my child being exposed to inappropriate material online.

As with all devices on the school network, the iPads will be restricted to the sites it will be able to view on the internet by our content filter. This is a state wide internet filter deployed by the Department of Education to screen inappropriate material and sites. As with any content filter, this is not fool proof and requires monitoring by teachers, but also provides a teaching point to instruct students when they inadvertently encounter unsuitable content.

Won't the basics of literacy and numeracy be neglected if the children are just playing on iPads?

Following the iPad Trial in Victorian government schools, the feedback was -

“83% of primary teachers thought that using the iPad had improved students' literacy outcomes”

The iPad is a wonderful tool that allows students to access their learning from many different angles – those needing focus on their word patterns can, whilst those needing to develop multimodal texts can create wonderfully rich and vivid pieces of work. But it is only one of the many tools that classrooms employ to achieve learning goals. We will still use the traditional pen and paper often when appropriate.

What happens if my child does not participate in the program?

Your child will still have access to ICT devices and will not be educational disadvantaged. Teachers will still cater for your child's educational needs

Why the ipad? Why not a laptop/netbook/another brand of tablet?

There are many different forms that educational technology takes, all with their pros and cons. There is no “perfect” device. Over the last 5 years, BPPS has explored desktops, laptops, netbooks and iPads through a variety of different age groups. Through this, iPads have stood out due to

- * ease of use
- * reliability
- * speed to start and operate
- * low weight and portability
- * large range of multipurpose applications
- * build quality
- * long battery life

How does getting the school designated apps work?

Based on our experience in using iPads in classrooms, the school will decide on a selection of apps that will best suit our curriculum. These apps will have a strong bent towards being multi purpose, that is apps we can come back to time and time again rather than being a single use. Generally, many of these apps will be free. Other times the school will supply codes that allow paid apps to be downloaded for free.

How much time will students spend on their iPads?

The iPad is an educational tool. A powerful, enriching tool, but just part of the greater collection of tools that classrooms use to engage and enlighten. As such, iPads will not be used exclusively on every task, to do so would to ignore the need learn through doing, to learn through activity, to handwrite, to use pen and paper and a variety of other ways that children learn and interact with teachers and each other. Some task will be approached using a pen and paper, whilst the same sort of task will be able to **substituted** or **augmented** by using the iPads.

Other times, however, tasks will be able to be **modified** or **redefined**. Tasks that were previously inconceivable are now achievable.