



Boroondara Park Primary School

School No. 5288

ABN 55 983 557 174

BPPS Technology Agreement 2020 - Grades 3-6

This document's intent is to ensure the use of iPads at BPPS is a safe, considered and productive practice for all concerned. Failure to follow this iPad Agreement may result in restriction of school use or further disciplinary actions. *[Please note: This is a working document that may change as needs arise.]*

Please discuss this agreement with your child. Once your child has been made aware of all the codes of practice, we ask that you select permission given on the Parent Portal to advise us that your child has been made aware of the BPPS Technology Agreement 2020 through the school.

All students must have permission given prior to any technology use within our school.

AT HOME

1. I will fully charge my iPad
2. I will regularly check my iPad for iOS and app updates
3. I will not install illegal/unsuitable software applications and content on my iPad
4. I will disable VPN access (Not Connected)

BEFORE COMING TO SCHOOL

1. I will switch off Notifications of Messages, Mail, FaceTime and other non-school related apps.
2. I will keep my iPad in my school bag at all times when traveling to and from school.
3. If my iPad is cellular, I will disable this feature
4. If I have Before or After School Care, I will ensure my iPad is secured in the OSHClub building

AT SCHOOL

1. As per the Victorian Government Guidelines if I have a mobile phone I will drop it off at the main office and collect it at the end of the day.
2. If I have a wearable device (e.g. Apple watch) that can communicate like a phone I will disable this feature, leave it at the office or not bring it to school.
3. I will handle my iPad with care, not placing it on the floor or in any other situation which may lead it to be damaged.
4. I will not use my iPad in the yard before or after school, at playtimes or during a wet day timetable.
5. I will always keep my iPad in its case.

6. I will only use my iPad (apart from teachers, technicians and staff). I also won't hold or use another student's iPads unless asked by a teacher.
7. For security reasons, I am **not to share account names and passwords** with anyone unless requested by staff or technicians when servicing my iPad.
8. I understand my teachers and parents will **perform checks** to monitor I have not installed illegal/unsuitable software applications and content and to check the websites that I visit.
9. I will place all non-school apps in a folder/s on the final screen of my iPad.
10. Whilst at school I will use my iPad **for learning**.
11. **When not using my iPad, I will keep it locked away in the designated storage area in my classroom**
12. If I accidentally access inappropriate material, I will:
 - not show others, and
 - turn off the screen and
 - immediately report the incident to a teacher
13. If I am to take a picture or video of anyone, I will always **seek their permission first** and check with the person and my teacher.

CONSEQUENCES FOR MISUSE *

- 1st time in a term: taken for the rest of the day
- 2nd time: above and notify parents
- 3rd time: Speak to AP, and write an apology letter (banned for the rest of that and the following day).
- 4th time: No iPad for a week
- 5th time: Meeting with parents to discuss the situation with a Behaviour Management Plan put in place.

OTHER CONSIDERATIONS

1. 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 email address;
 - my phone numbers;
 - photos of me and/or people close to me.

SUPPORT DOCUMENTS

- <https://www.bpark.vic.edu.au/page/198/iPad-Program-at-BPPS>

SOCIAL MEDIA AND PARENTS/CARERS

While in the school grounds or while attending a school event we remind parents/carers that you are only permitted to take photos of your own child unless you have the permission of other student's parents/carers.

We refer to the Privacy and Data Protect Act of 2014 -

http://www.legislation.vic.gov.au/Domino/Web_Notes/LDMS/PubStatbook.nsf/f932b66241ecf1b7ca256e92000e23be/05CC92B3F8CB6A6BCA257D4700209220/%24FILE/14-060aa%20authorised.pdf