



RESPONSIBLE USE POLICY – BYOiPAD PROGRAM

This document defines the Responsible Use Policy for students with a personally owned iPad or school issued iPad. Its main purpose is to encourage the acceptable and responsible use of the iPad and network facilities available to the students through the provision of clear usage guidelines. Students authorised to use the school's computer systems also have Internet and Electronic Mail access.

The iPad program is designed to assist students to keep up with the demands of the 21st century. Helping students become responsible digital citizens will enhance what we do in the classroom through our Cybersafety Program and give students skills and experiences that will prepare them for their future studies and career.

It is expected that students will use school equipment, personally or school owned iPads and network infrastructure for:

- assigned class work and assignments set by teachers;
- developing appropriate literacy, communication and information skills;
- authoring text, artwork, audio and visual material for publication on the Intranet or Internet for educational purposes as supervised and approved by the school;
- conducting general research for school activities and projects;
- communicating or collaborating with other students, teachers, parents or experts in relation to schoolwork;
- accessing online references such as dictionaries, encyclopedias, etc.
- researching and learning through the Department's e-learning environment.

It is unacceptable for students to:

- use the IT resources in an unlawful manner (see Internet Agreement for more detail – this includes **all** social media sites by primary students)
- commit plagiarism or violate copyright laws; (e.g. use of illegally downloaded games, photos and music, and illegal sharing of games and music)
- access 4G/5G networks on school premises (disable this feature prior to coming to school)
- access Games Apps at school or download any Apps/updates at school
- handle and use another student's device – even if permission has been given by the iPad owner.



At McDowall State School:

- Students and their parents/caregivers are responsible for the security, maintenance and integrity of their individual devices and their network accounts.
- Passwords must never be given to any other user on the system. If users have any reason to suspect that their account security may have been compromised or tampered with, it should be reported immediately to their teacher.
- Damage to a device is the owner of the device's responsibility. Students will be held responsible for the wilful and deliberate misuse or inappropriate behaviour resulting in damage to another student's device.
- Students must not record, photograph or film any students or school personnel without the express permission of the supervising teacher and people involved. Identifying images, audio content and personal information must not leave the school.
- Students will not copy software, information, graphics or other data files that may violate copyright laws without warning and be subject to prosecution from agencies to enforce such copyrights.
- The school will educate students regarding cyber bullying, privacy considerations, safe Internet and email practices, and basic health and safety regarding the physical use of electronic devices.
- Students have a responsibility to behave in line with these practices.
- iPads must have a durable and protective case at **all** times.
- All devices must be clearly identified with the student name.
- Please active Find my.

The following is to be READ and COMPLETED by both the STUDENT and PARENT/CAREGIVER:

- We have read, understood and accept the BYO iPad Responsible Use Policy, the Handbook, the Internet Agreement and the Responsible Behaviour Plan.
- We agree to abide by the above rules.
- We are aware that any breaches of the Responsible Use Agreement or the Internet Agreement will be dealt with as part of the class management and Student Code of Conduct.

Student's Name:
(PLEASE PRINT)

Student's Signature: **Date:** / /

Parent's/Caregiver's Name:
(PLEASE PRINT)

Parent's/Caregiver's Signature: **Date:** / /