

# Kingsley Park Primary School

## *iPad Guidelines for Students*

### Things to remember at school:

- Take care of the iPad you are using, it is for your learning and if damaged you will be unable to use it
- Follow the teacher's instructions when using the iPad
- Ask your teacher's permission before using, taking or sharing photos, videos or audio electronically
- Your iPad is for learning, not for use at lunch, recess, before or after school
- Tell your teacher if there is a problem immediately!
- Never delete any Apps
- If you do not use your iPad responsibly at school, it will be taken away from you for a period of time
- Home Apps are not to be used at school

### Be responsible for your iPad:

- Keep the iPad in its cover at all times
- Make sure it is charged at home every night and brought to school every day
- Only use the internet with an adult's permission and only on those sites that the school has given you permission for
- Tell an adult if there is a problem
- Use the iPad responsibly, no inappropriate photos, videos, apps or audio. Teachers will check the iPads regularly
- Only record with a person's permission
- Your password is for your use only. It should only be shared with authorised adults ie. teacher, parents

### Things to Remember:

The Internet and Apps are often public areas. We never use them to harm, put down or bully anyone.

Cyber bullying is the use of technology to bully a person or group. Bullying is repeated behavior by an individual or group with the intent to harm another person or group.

If you experience this you should

1. Tell an adult immediately
2. Keep a record eg take a screenshot
3. Report it to the school and appropriate authorities





# iPad User Agreement for Students

I will comply with the Kingsley Park User Agreement.

I will follow the iPad rules which are displayed in every classroom.

I will make sure that the iPad is charged every night at home and brought to school every day. [if it is my own]

I will keep the cover on the iPad at all times.

I will keep the iPad closed in class until the teacher instructs me to use it.

I will only use the iPad for learning purposes as instructed by the teacher.

I will keep the sound on mute at all times unless permission is obtained from the teacher for instructional purposes.

I understand that using the camera, video or audio during school hours is strictly prohibited, unless permission is obtained from the teacher for learning purposes.

I must always have permission from any person that I am taking a video or picture of.

I will not upload pictures or videos to any online social media site such as Facebook or Instagram.

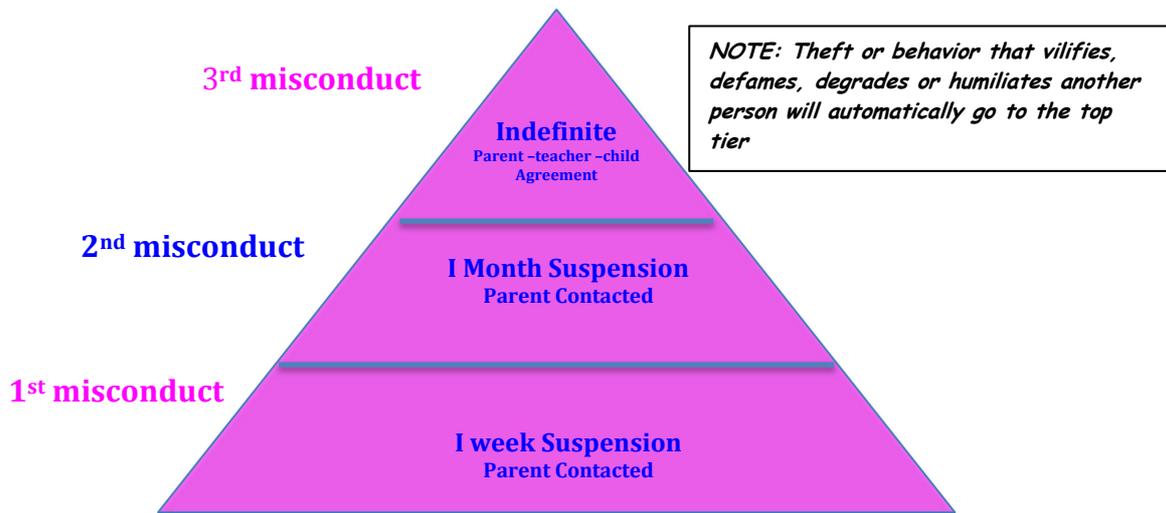
I will handle the iPad carefully and respectfully. I will keep food and drinks away from the iPad. I will not run with the iPad.

I will not use the iPad during recess or lunch. I will make sure it is locked in the filing cabinet .

I will return the iPad to the trolley to be charged at the end of the day [if it is a school iPad]

I will immediately tell a teacher if there is a problem with the iPad or I feel I have been a victim of Cyberbullying. I will take a screenshot to keep any evidence

**If I breach any part of this agreement I will have my iPad confiscated for a period of time. The 1<sup>st</sup> breach will be a 1 week suspension, the 2<sup>nd</sup> a month suspension and the 3<sup>rd</sup> will result in an indefinite suspension. If the result of the breach is severe enough I will go straight to the indefinite suspension. See diagram below**



Name: \_\_\_\_\_ Grade \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parents' Names \_\_\_\_\_

Parents' Signatures \_\_\_\_\_