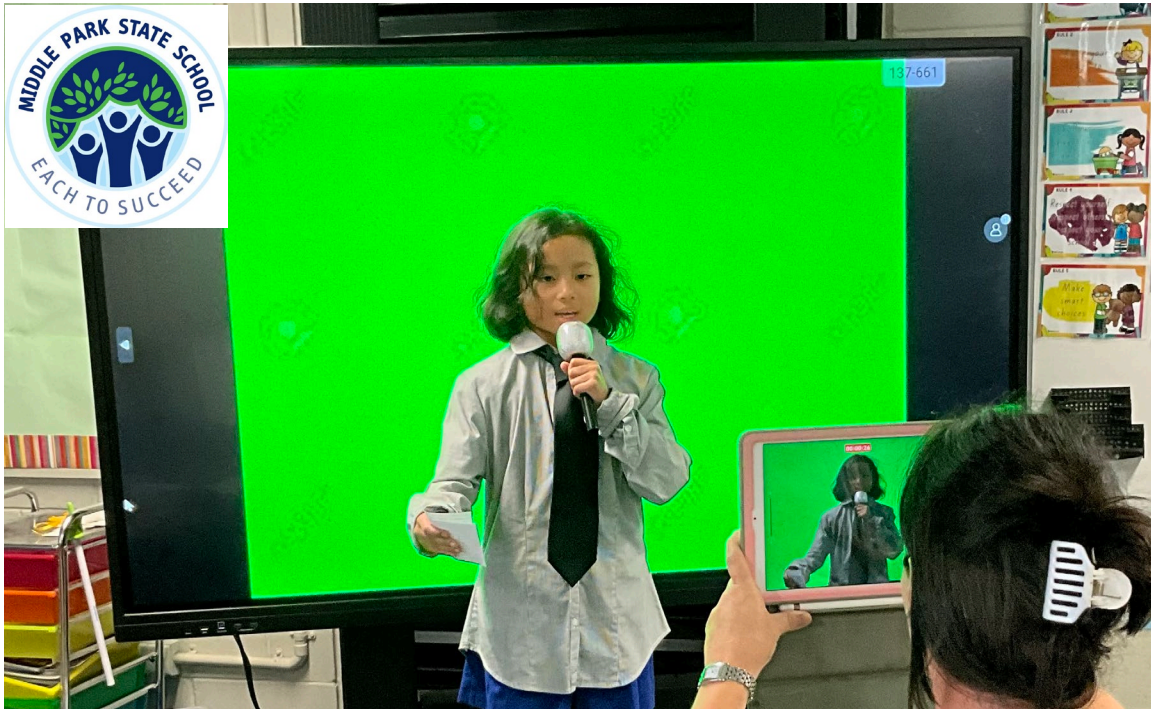


Middle Park State School



2025 BYOD IPAD PROGRAM POLICY

YEARS 2-5

This information has been developed to assist families with the transition to our 1:1 iPad Program for Years 2-5.

BACKGROUND INFORMATION

BACKGROUND

Middle Park State School's BYOD Program started with a pilot 1:1 Year Two iPad class in 2015. After feedback and improvements, this trial extended to three classes in 2016 and progressively moved to encompass all Year Two to Six classes by 2018. Around 90% of students currently bring a device to school as a tool for learning.

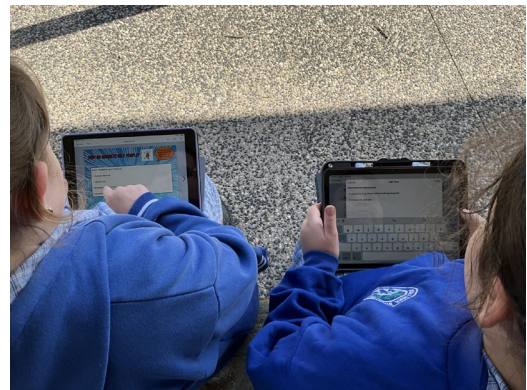
iPads go home each day for homework and project completion and enable families to view learning that has been undertaken at school.

*Note that Year 6 students have commenced bringing a laptop to school meaning that **Years 2-5 only bring iPads**. For more information about Year 6, please refer to the 2025 BYOD Laptop Program Policy.

HOW IPADS ARE USED

We strive for a balance between technology-driven and handwritten tasks. iPads are used when they are the 'best tool for the task at hand'. Some examples of how iPads have been used for learning include:

- Creating presentations
- Note taking and word processing
- Crafting and designing
- Researching topics
- Making calculations
- Constructing animations and movies
- Coding and robotics
- Drill and practice for automaticity
- Brainstorming
- Explaining and recording learning
- Viewing educational content
- Utilising accessibility features e.g. Speech to Text
- Sharing of work by mirroring iPad to interactive TV Panel
- Accessing class tasks from home



EQUITY AND ACCESS

As is our normal practice, students unable to bring their own iPad are able to use a shared school device while at school. School devices do not go home with students.

IPAD SELECTION

SUITABLE IPAD MODELS

10th Gen (2022) or to-be-released 2024 model

9th Gen (2021)

8th Gen (2020)

7th Gen (2019)

6th Gen (2018)

5th Gen (2017)



iPad Air 3, 4 or 5 (2019-2022) and iPad Pro models can also be utilised but are not as suitable as they lack a 3.5mm headphone port which will necessitate the charging and connecting of Bluetooth headphones.

RECOMMENDED SPECIFICATIONS

The newer the iPad and higher the specifications, the better your child's experience will be and the longer your device will remain high functioning.

Capacity	32GB or greater
Operating system	iOS 15 or later
Screen	9.7 to 10.2 inch (no minis) Screen protector added
Wi-Fi	Wi-Fi only, no 4G capability or SIM card removed.
Headphones	Preferably overhead and wired (no Air Pods or earbuds), stored in a bag
Protection	Durable, dust-proof, shock-proof case to suit model

A durable case is the best investment you can make towards the lifespan of the iPad!

For advice on how to set up your iPad, please refer to the document, '2025 iPad Instructions'.

ADDITIONAL CONSIDERATIONS

PROTECTING IPADS FROM DAMAGE

iPads are the responsibility of each student. iPads are stored inside lockable classrooms during the school day, including break times. Students are educated in the proper care and appropriate use of their iPads. iPads are to be placed inside the school bag when travelling to and from school. They are to remain in the school bag until the student is in the care of the teacher/parent/guardian. The school will accept no responsibility for theft or damage to any iPad during the school day or in transit between home and school.

ACCIDENTAL DAMAGE PROTECTION (ADP)

Advice around insurance should be sought at the time of purchase in order to minimise future financial impact and disruptions to learning should the iPad not be operational. Where possible, ADP for accidental breakages is recommended as occasionally accidents happen. Some home insurance policies cover accidental damage at school. Contact your insurer for advice.

CHARGING

iPads brought to school will need to be fully charged each day. The power supply will not be permitted to be brought to school. A charging hub should be created in an appropriate space at home (not in child's bedroom) and consistent charging procedures implemented so that iPads are always fully charged in the morning.

WEB FILTERING

All iPads connected to the internet through the school network will have Department of Education filters applied. Use of internet and online communication services at school can be audited and tracked to the account of the user. The filtering system provides layers of protection to staff and students against:

- Inappropriate web pages
- Spyware and malware
- Scams and identity theft


All material on the iPad is subject to audit by authorised school staff.

4G connections are not to be used while at school – such connections will need to be disabled or removed so that filtering at school occurs through the Department of Education's filters only.


The Department of Education's web filtering does not continue to operate when the device is at home. Parents should consider home web filtering options (e.g. Screen Time restrictions) but also understand that web filtering is no substitute for parental supervision.

STUDENT ACCEPTABLE USE GUIDELINES

All students are to view, understand and sign the Student Acceptable Use Guidelines at school. The poster is displayed in classrooms.



2025 Student Device Acceptable Use Guidelines BYOD iPad and Laptop Programs



I will **'be safe'** by:

- Viewing and sharing content, only when it is safe and suitable for school purposes.
- Keeping passwords and personal details private.
- Observing cyber safety rules to keep myself and others safe online.
- Handling **ONLY** my own device.
- Following classroom and teacher rules when handling my device.
- Leaving my device safely inside the classroom unless I am with a teacher.
- Keeping my device safe in my bag on the way to and from school/OSHC.
- Using my device away from food and drinks.
- Reporting any problems or breakages to a teacher immediately.

I will **'be caring'** by:

- Taking and sharing photos, videos and sound recordings **ONLY** when granted permission by my teacher and by those featured in the recordings.
- Accessing **ONLY** my own accounts, not others.
- Creating and sharing content that is positive and respectful.

I will **'be a learner'** by:

- Allowing staff members access to my device.
- Being on the teacher-assigned app/program or task at all times.
- Having the discipline to not use email or home apps/programs (including messaging/social media) during school time, unless directed by a teacher.
- Using school email for school purposes only.
- Making sure my device is at school every day and is fully charged.
- Making sure my device is 'school ready' with apps/programs and internet tabs from the previous day closed.
- Removing content from the previous school year.

I understand that if the above actions are not followed, a consequence will be applied in accordance with the Student Code of Conduct.


Student's name: _____ Student's class: _____

Student's signature: _____

PARENT MEMORANDUM OF UNDERSTANDING

All students entering the BYOD iPad Program are required to complete the electronic Memorandum of Understanding (MOU) which sets out the conditions for participation. Here is the MOU survey link:


<https://forms.office.com/r/s0RcVJUKdf>



Parent Memorandum of Understanding BYOD Device Program 2025

iPad Years 2-5, Laptop Year 6

To be completed online by scanning code or clicking here:
<https://forms.office.com/r/s0RcVJUKdf>



As a parent of a child in a BYOD class I agree to the following:

- I will supply a device and case/sleeve according to the minimum specifications.
- I will ensure device is fully charged ready for each school day (charging not available at school).
- I take full responsibility for the device if it is damaged or malfunctions.
- I will replace or repair the device as soon as possible if damaged or lost.
- I will update and maintain apps, programs and system updates as required by the school. This includes removing content from previous years to allow adequate storage for class work.
- I will monitor use of home apps, programs and accounts to ensure age ratings are adhered to and created content is respectful.
- Where Screen Time or similar parental controls are set, I will ensure all school apps/programs are available between 8:30am and 3:00pm.
- I will not communicate with my child via their device during the school day.

Child's first and last name: _____

Year Level in 2025: _____

Parent name/s: _____

Parent email address: _____

Signed: _____

FREQUENTLY ASKED QUESTIONS

WHERE, WHEN AND HOW CAN I BUY A SUITABLE IPAD?

Families should make their own decisions about where and how to purchase iPads. However, we have established the following portals to help parents purchase suitable devices:

The School Locker (Oxley) – visit in store or buy online by generating a ‘Student Advantage’ account. Our P&C receive a commission on all iPad purchases from the School Locker.

<https://theschoollocker.com.au/schools/middle-park-state-school/middle-park-state-school-technology>

Learning with Technologies – buy online with delivery to your home: <https://mpss.orderportal.com.au>

Alternatively, iPads can be purchased from Apple or all office, audio visual and department stores. Be sure to ask for student education pricing when purchasing. iPads need to be ready to go with all apps downloaded for the first day of school in 2025. Be mindful that there can be lengthy delays and low stock levels so purchase as soon as possible to avoid disappointment.

WHAT APPS/PROGRAMS DO I NEED TO PURCHASE FOR THE IPAD?

The list of required apps is available on our BYOD webpage. These apps must be purchased and installed prior to the commencement of the school year. Most educational apps selected will be free but parents should initially budget for some paid apps at a cost of approximately \$35 for the first year in the program. Similar apps are used from year to year so subsequent years will see a reduced outlay.

CAN I DOWNLOAD APPS OR SOFTWARE NOT RELATED TO SCHOOL?

Yes, however be mindful of the potential distraction other apps/software may cause during school hours and hard drive space used, leading to slower performance. We recommend saving home apps/inside a home folder to reduce distractions. Please remember, the core purpose of the device is for the education of your child.

WHAT HAPPENS IF A STUDENT USES A DEVICE INAPPROPRIATELY?

The ‘Student Device Acceptable Use Guidelines’ for students and ‘Memorandum of Understanding’ for parents, outline expectations of use and the ‘Student Code of Conduct’ outlines consequences for inappropriate use.

ONCE I HAVE AN IPAD, WHAT ARE THE NEXT STEPS?

For setup instructions and timelines, please refer to the document, ‘2025 iPad Setup Instructions’, found on our BYOD webpage [here](#).

HOW WILL DEVICES BE CONNECTED TO THE SCHOOL NETWORK?

Technical support is provided for students to access the school network with a username and password.

WILL MY CHILD STILL UNDERTAKE HANDWRITING AND USE PENCIL AND PAPER?

Handwriting and book work still occurs at all year levels. We aim to have a balance between traditional pen and paper tasks and working innovatively with technology.

There is no minimum or maximum time allocation for the use of iPads and use will vary across year levels and subject areas and even from day to day. Our advice to teachers is to use iPads when they are the 'best tool for the task at hand'.

I HAVE FURTHER QUESTIONS – WHERE CAN I DIRECT THEM?

Our BYOD webpage contains links to all relevant BYOD files:

<https://middleparkss.eq.edu.au/curriculum/bring-your-own-device>

If you cannot find an answer to your question here, you should direct your query to

byox@middleparkss.eq.edu.au