



# KINGSTON PRIMARY SCHOOL

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## Bring Your Own Device (BYOD)

### Program 2025

At Kingston Primary School, students use iPads as their core learning technology. Subjects with specialist ICT requirements also have access to technologies designed to address specific learning requirements.

In 2025, iPads will continue to be a necessary school item for students in **Years 3 - 6** as part of the book lists.

#### IPad Requirements

Recommended iPads are:

- A full-sized iPad (iPad 9<sup>th</sup> generation, iPad Pro 10.5 or newer).
- If purchasing a new iPad for 2025, the minimum recommended model is the **64GB iPad 9<sup>th</sup> Generation with WIFI**.
- We strongly recommend the **WIFI only** model to reduce cost to parents and to ensure the online safety of the student when/if using **data**.
- Families make their own decisions about where and how to purchase.

#### Other Considerations

- **Apps:** a core collection of apps is required. These will be pushed out at the beginning of the year to students. Families **will not** need to purchase apps required for school.
- **Headphones:** we recommend students use Bluetooth capable headphones.
- **Extended warranty and robust case:** we recommend the purchase of an extended warranty.

We strongly recommend a robust case to minimize potential damage

# Student and Parent iPad Guidelines

## 1. Education Purposes

- Students are to use their iPad for educational purposes.
- Families will be given an information sheet about family sharing, safety and connectivity.
- The iPad will be set up at Roll Out sessions at the beginning of the school year or as they enrol.
- The school reserves the right to carry out software, hardware and data inspections of iPads at any time whilst connected to the school network.

## 2. Student Responsibilities - iPromise

- Each student should be responsible to keep their iPad secure. iPads should never be stored in an unlocked vehicle or unsecured place. However, parents should include the iPad on their own home insurance too.
- iPads must be at school every day.
- iPads must be clearly named and kept clean from graffiti and stickers.
- Students should know their apple id and password as a user on their family's account. Adults will need to set up an Apple account and then add students as *users*.
- Students should keep all passwords secure.
- Students should be prepared for class by ensuring downloads have completed prior to their lesson
- Students should not access other students iPads
- Sound should be muted at all times unless permission is given from your class teacher.
- Headphones are permitted.
- It is the student's responsibility to charge their iPad at home each evening or when the device is left at school they must make sure it is charged for the next day.
- While travelling to and from school iPads are to be carried in iPad cases and their school bags and not to be used until directed by the teacher in the classroom.
- iPads are not to be used during recess and lunch. They should be kept inside classrooms during school hours unless participating in an activity directed by the classroom teacher. NO iPads are taken to the eating areas.

## 3. Parent Responsibilities

- Adults will need to set up an Apple account and then add students as *users*.
- Turn off photo sharing through iCloud etc so student's iPads do not become full of unnecessary photos.
- Ensure students fulfil their responsibilities as outlined above.
- Supervise student use of the iPads when at home including their Internet use. Parents are to be aware of the legal age required to use the applications.
- Ensure the student has their iPad at school each day in a condition that will enable it to be usable for any educational purpose.

## 4. Data Backup and Application Upgrading

- Students are responsible for the backup of all data as recommended by the school.
- Students are responsible to ensure that all applications are kept up to date.

## **5. Technical Support**

- Students will be trained on how to support and maintain their iPad.
- In the event of an application malfunction students will need to inform their teacher so that the appropriate procedure will be followed. However, students may be responsible for the total cost of fixing the device.

## **6. Use of the School Wireless Network and Internet Access**

- The use of the School Wireless Network and all associated infrastructure are available for educational use with student iPads.
- The internet is only to be accessed through the School Wireless Network.
- The downloading of large files is not permitted due to bandwidth restrictions.

## **7. Loss, Theft and Repairs**

- All instances of loss, damage or theft must be reported to the School Principal or delegate as soon as possible.
- All instances of loss, damage or theft are the responsibility of the student.

## **8. Insurance**

iPads do not come with insurance for loss, theft or non-warranty repairs so it is strongly suggested you either:

- Add accidental damage cover to your home insurance  
(*Check your existing policy with your Insurer.*)
- Have in writing from your insurer that the iPad is covered in your existing policy
- Access AppleCare+ through the Apple Store
- Record the serial number of your iPad and/or Purchase additional insurance at the time of purchase

## **9. Assessment and Homework**

- Students are encouraged to use their iPad for homework and assessment tasks. However, the loss of data or hardware malfunction cannot be grounds for the appeal of any assessment task or homework.

## **10. Classroom Usage**

- Student iPads are to be brought to school each day, however the classroom teacher will manage the use and storage of the iPads in the classroom.
- No student is to take out or use an iPad without the permission of the classroom teacher.
- When in use, the iPad should be placed on a table or desk, not on laps or on the floor.

## Caring for iPads

### General Care

- iPads should not be stored in direct sunlight or very hot environments (eg. Car)
- Keep liquids away from the iPad
- Avoid having iPads in above 35 degrees for extended periods of time
- Avoid having iPads in cold below 0 degrees for extended periods of time
- Avoid water or extremely humid conditions
- Do not attempt to dry iPads with an external heat source such as a hairdryer or hand dryer
- Avoid putting anything into port connections apart from intended peripherals. Check you have the connector the right way up when inserting. Avoid jamming things in as you could render it unusable

### Screens

Screens have a special oleophobic coating in order to protect them from fingerprints. The screens are somewhat flexible but can be damaged.

Here are some ways to protect your iPad screen:

- Avoid knocking or dropping on hard surfaces
- Do not lean on the iPad when it is closed
- Always keep the iPad in a protective case
- Clean often with a soft, slightly damp, lint-free cloth so long-term smudges don't affect the coating
- Avoid window cleaners, glass cleaners, aerosol sprays, abrasives, or alcohol
- Optional: use a screen protector
- Inappropriate images may not be used as a screensavers or background photos.

**Batteries** iPad batteries are rechargeable, but they will eventually wear out. They will last longer if you follow a few simple tips.

- Update to latest iPad software (iOS). Apple will sometimes make adjustments to software which help with drain on resources and battery life
- Go through one charge cycle per month. To do this fully charge the iPad then completely run it out before recharging.
- Charge your iPad each night

### Support with iPad issues

If students have an issue with their iPad they will need to:

- Ask your class teacher
- Refer to School ICT Support Staff
- If there is a hardware issue or the help information does not resolve the issue, then seek technical support from an authorised Apple Service Centre. Solutions IT is the local authorised Apple Service Centre.
- If technical difficulties occur the iPad should be restored from a backup.
- If students are unable to access the wireless network, they should seek advice from their teacher.

## Online Resources

### Apple iPad Support

- For the latest iPad's manuals, troubleshooting guides, help files and other resources click on the following link.  
<http://www.apple.com/au/support/ipad/>
- **Creating Family Sharing** IDs across multiple device types  
<https://support.apple.com/en-au/HT201084>
- **Setting Restrictions** on (Parental Controls) on iPads  
<https://support.apple.com/en-us/HT201304>

### Online Safety Resources

- The Office of the Children's eSafety Commissioners Enhancing online safety for children site, leads online safety education for the Australian Government and protects Australian children when they experience cyberbullying by administering a complaints scheme.  
<https://www.esafety.gov.au/>
- The Australian Federal Police Thinkuknow website, is an Internet safety program delivering interactive training to parents, carers and teachers through schools and organisations across Australia.  
<http://www.thinkuknow.org.au/>
- The Common-Sense Media site rate, educate, and advocate for kids, families, and schools.  
<https://www.common Sense media.org/>
- The Bullying. No way! site has been created to promote positive learning environments where every student and school community member are safe, supported, respected and valued.  
<http://bullyingnoway.gov.au/>