BYODD – Purchase at Independent Retailer

12 December 2016

Dear Parents (student who are purchasing outright)

I write to follow up on the 1:1 iPad survey that was recently completed. As we have previously advised the School’s iPad program is a parent-funded and managed “Bring Your Own Designated Device” (BYODD) model that is optional for students in Years 4, 5 or 6 in 2017.

Based on the survey, you have indicated you will be purchasing your child’s iPad at an independent retailer.

Enclosed is a copy of the Sacred Heart Use of Technology (Supplementary) iPad Agreement and User Agreement that must be completed and signed by a parent / guardian prior to the student’s iPad being enrolled for use in the school’s networked environment. Please note that this process will not commence until the school has received your child’s agreement.

Yours sincerely

Suellen Garey
Principal
Sacred Heart Use of Technology (Supplementary) iPad Agreement

Code of Conduct

Dear Parents

Student use of technology, including BYOD iPads in school falls under the guidelines of the CSO Acceptable Use Policy for Internet / Intranet & Network Services in the Diocesan Schools Policy. This document is a supplement to that agreement.

Students should know and understand:

- Technology is used only when supervised by a staff member
- iPads remain in their protective case
- iPads remain locked in the classrooms at lunch and recess
- iPads remain in bags before and after school and when travelling to and from school on public transport
- another child’s iPad should not be accessed without consent
- disabling browsing history is not permitted

Children take responsibility for their own devices. They will:

- clean the screen
- keep away from food and drink
- charge the iPad from home
- document any issues to their teacher as soon as possible
- keep the iPad secure and well protected when not in use.

Applications

Sacred Heart Catholic Primary School as selected key applications which need to be preinstalled on each iPad by parents. Over the course of the year, additional applications may be reviewed and added to facilitate academic situations. Purchasing and installing these applications is the responsibility of the parents. Non-educational applications on students’ iPads should be kept to a minimum. Any non-educational applications should be stored in separate folders.

Protective Cases

The protective case for the iPad should have sufficient padding to protect the iPad from normal treatment and provide a suitable means for carrying the device within the school, as well as to and from the school. The school recommends Griffin Survivor Case for iPad Air 2.

Passcode Lock

iPads will be passcode protected with a simple 4 digit number. Teachers will be given access to this passcode. Students are prohibited from changing the iPad passcode and should maintain privacy by not sharing this passcode with other students. This passcode shall be set from home.

I have read and discussed Sacred Heart’s Use of Technology Supplementary Agreement with my parent / carer and I agree to uphold these rules.

Student Name: .......................................................... Student Signature: ..........................................................

I have read and discussed Sacred Heart’s Use of Technology (Supplementary) iPad Agreement with my child and will support them with these rules.

Parent / Caregiver Signature: .......................................................... Date: ........................................
iPad Implementation for 2017

The purpose of this document is to provide parents and students of Year 3, Year 4 and Year 5 in 2016 with information relating to the roll out of the BYODD iPad program at Sacred Heart Mona Vale in 2017.

What do families need to do before returning to school?

1. **Purchase/provide existing iPad Air 2 Wi-Fi 32GB with Apple Care +**
   
   The iPad specification minimum standard requirement for Year 4, 5 and 6 for 2017 is the Apple iPad Air 2 32GB with Apple Care Protection Warranty. If families are purchasing a new iPad for a Year 4 2017, Year 5 2017 or Year 6 2017 student, please purchase this specification.

   *Those iPads ordered through the school will be delivered to the school in the first week of term 1 2017.*

2. **Ensure the student has a sturdy iPad case / cover**
   
   The school recommends a sturdy iPad case that is hard wearing and protective of not only the screen, but also protects the sides and back.

3. **Student to label the iPad with their name as the screen saver**
   
   To assist in the easy identification of your iPad, the school recommends that the student’s wallpaper is his / her name.

4. **Parent / student to download the schools Prescribed Apps from the Apple App Store**
   
   The school has established a prescribed App list for all students, to be advised.

5. **Return and sign** Sacred Heart Use of Technology Supplementary iPad Agreement. Please note the steps for enrolling the iPad for use in the school’s networked environment cannot commence until this agreement has been signed and received.

6. **Bring iPad to school –if bringing from home for enrolment**
   
   All devices will be enrolled into the school networked services at school and facilitated by school and ICLT Services Staff. These will commence on Monday 6 February and conclude Wednesday 8 February.

**iOS Updates for the iPad**

The school will formally communicate to parents when updates of the iOS system should be undertaken. This is formally advised after testing the relevant educational apps to ensure they are fully functional and supported within the school’s networked environment. The school asks that such updates be performed by students at home or when not connected to the DBB network and that a complete back up of the device is undertaken prior to completing an update.