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# 1:1 Device Program

10.5" iPad Pro

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## Information Booklet

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## 1:1 Device Program – An Educational and Catholic Imperative

*As a Catholic Christian community we educate all to live the gospel of Jesus Christ as successful, creative and confident, active and informed learners empowered to shape and enrich our world.*

(BCE Learning and Teaching Framework 2012)

The Australian Curriculum reflects the Melbourne Declaration on the Educational Goals for Young Australians (MCEETYA 2008) that young people are entitled to develop the knowledge, skills and confidence to make ICT work for them at school, at home, at work and in their communities.

The Australian Curriculum describes specific knowledge, understanding and skills about technology and its use in ways that are interactive, multimodal and provide flexibility across contexts and audiences. Ways to use, share, develop and communicate with ICT are named within the content of individual Learning Areas of the curriculum and the use of ICT is integrated across all Learning Areas through the ICT General Capability.

Catholic Education is called to meet the challenges of learning in a digital age. Expressed in the words of Pope Francis, *“The revolution taking place in communications media and in information technologies represents a great and thrilling challenge; may we respond to that challenge with fresh energy and imagination as we seek to share with others the beauty of God”*.

(Pope Francis: 2014).

Learning and living are not two separate endeavours that students engage with in isolation. Technologies and their uses are pervasive across all areas of our society and modern living. In response, we need to ensure that learning can take place in flexible, resource-rich environments where technology supports connected, real life and real time learning and teaching.

At St. Vincent’s Primary School;

1. We support our school and each other as we partner in education.
2. We dedicate our expertise, energy and commitment to the development of our community of 21<sup>st</sup> century learners.
3. We expect all to achieve to the best of their ability, enriching their talents through challenging, exciting and contemporary educational experiences.
4. We work in a co-operative spirit, embracing our learning opportunities.
5. We positively contribute to the shared stories, vibrant memories and the creation of our future by challenging ourselves and striving to be more like Jesus.
6. We say no to harassment, violence and bullying and solve conflict with dignity and care.

## 1:1 Device Program at St. Vincent's Primary School

Students at St. Vincent's Primary School participate in a 1:1 Device Program from Year 4 to Year 6. Each student will be issued with a school-owned 10.5" iPad Pro and Zagg Bluetooth Keyboard for their educational use whilst enrolled at the school or until the end of Year 6.

### 1:1 Device Program: The role of the school, student and parents

The role of the school, student and parents in St. Vincent's Primary School 1:1 Device Program are outlined below, with the associated actions and responsibilities listed in the following section.

#### **The role of the School**

The school provides leadership (vision, planning and management) to ensure that the 1:1 Device Program is driven by an educational imperative, focusing on successful learning outcomes and supporting the school's vision for learning. School leadership will work with teachers to create contemporary learning environments that allow students to learn. This will include engaging teachers in continuous learning to enhance their professional practice. As with all aspects of learning, the school values parent and community engagement and the important role this plays in achieving successful outcomes. The school plans for and manages the technical environment and functional aspects including security, to ensure the program's success.

#### **The role of the Student**

Students understand that the primary purpose of the 1:1 Device Program is to support their learning. Students use technology in their learning to investigate, collaborate and communicate in a safe and responsible way that reflects good digital citizenship.

#### **The role of Parents/Caregivers**

Parents/Caregivers are the first educators of their children and have a vital role to play in their child's learning. Working in partnership with the school will help to ensure the success of the 1:1 Device Program. Parents have an important role in the co-education of their child about issues related to the care of technology and its safe and responsible use. Parent/Caregivers support the school by maintaining an active interest in their child's learning including understanding how technology is being used to support learning in the classroom and at home, as well as meeting financial obligations associated with the program.

# School, Student and Parent/Caregiver Responsibilities and Actions

## School Responsibilities and Actions

The school is responsible for providing leadership for the 1:1 Device Program and school leaders play an integral role in this leadership. Effective leadership plans for and manages considerations related to successful learning; professional practice; parent and community engagement; as well as technical environment and functional aspects. Responsibilities and actions for the school in relation to the 1:1 Device Program include:

- **Successful Learning**
  - Creating the conditions that enable the school's vision for learning to be realised.
  - Ensuring that the 1:1 Device Program is driven by an educational imperative, focusing on successful learning outcomes.
  - Creating learning environments that enable connected, real life learning, within which technology is used flexibly and innovatively to improve learning.
  - Ensuring alignment with other school policies including behaviour, in particular ensuring that students are supported to use technology safely and responsibly.
  
- **Professional Practice**
  - Ensuring that teachers engage in continuous learning (through professional learning and sharing) to enhance their professional practice and the practices of their students.
  - Ensuring decisions are informed by evidence of impact on learning, including how technology supports students to develop the dispositions necessary for a successful future.
  
- **Parent and Community Engagement**
  - Providing parents/caregivers with information that enables them to be involved as key partners in learning, including through the 1:1 Device Program.
  - Providing parents with information about the logistics of the 1:1 Device Program, including costs, parent and student responsibilities and related policies and procedures.
  
- **Technical Environment and Functional Aspects**
  - Driving responsible stewardship by ensuring decision making processes are collaborative, transparent and accountable.
  - Planning for and managing safe and connected learning environments. Elements include ensuring:
    - Appropriate device selection and support, network infrastructure and system access;
    - Access to software that will support learning and data management/storage, which adhere to safety and privacy principles;
    - Technical support to assist students to manage the device and keep it operational;
    - Clear operational procedures including the right to inspect the device and those which support the teacher to manage technology in the classroom.

## Student Responsibilities and Actions

Student responsibilities and actions in relation to the 1:1 Device Program include:

- **Educational Purpose**
  - Being active participants in their learning and using their device for educational purposes. This extends to the use of the school network, including the Internet and all associated infrastructure as well as ensuring that non educational software (where permitted) or data, does not inhibit the use of the device as a learning tool.
  
- **Using Technology Safely and Responsibly**
  - Complying with all elements of the school's Acceptable Use of Computer and Internet Resources policy and the School's Behaviour policy to ensure the safe and responsible use of technology including:
    - Applying personal safety practices by keeping personal information private and securing digital information;
    - Reporting unsafe behaviours to the school;
    - Using technology ethically (e.g. not accessing or sending content to bully or defame others or that is illegal, dangerous or offensive);
    - Engaging in appropriate practices to recognise the intellectual property (including copyright) of themselves and others. This extends to only installing/storing appropriately licensed software (and material e.g. downloads) on the device.
  
- **Device Management & Security**
  - Complying with all elements of the school's *Acceptable Use of Computer and Internet Resources Policy*.
  - Bringing the device to school each day ready for learning:
    - Fully charged and operational. Students seek support to resolve technical problems according to school procedures;
    - Clean and clearly labelled with authorised identification.
  - Keeping the device safe and secure at all times, including:
    - Following school and classroom rules for the use, transport and storage of devices;
    - Transporting the device in the designated protective casing, and placing it in school bags whilst travelling to and from school;
    - Reporting to the school instances of loss, damage or theft of the device as soon as possible (police report may be required).
  - Managing the device in alignment with school behaviour policy, including:
    - Accessing the internet only through the wireless network when at school;
    - Maintaining the network setting required to connect to the school network without alteration, unless directed to do so by the school;
    - Backing up data and updating software as recommended/directed by the school.

## Parent/Caregiver Responsibilities and Actions

Responsibilities and actions for parents in relation to the 1:1 Device Program include:

- Maintaining an active interest in your child's education by understanding how technology is being used to support learning.
- Supporting the care and responsible use of technology by:
  - Working alongside the school to educate your child about safe and responsible use of technology.
  - Monitoring the use of the device outside of school including internet access.
  - Supporting and reinforcing school policies and procedures including:
    - Acceptable Use of Computer and Internet Resources Policy;
    - School Behaviour Policy;
    - Operational procedures and responsibilities in relation to the 1:1 Device Program including ensuring safe and secure storage of the device;
    - Acknowledging the schools right to inspect the device.

### The iPad Pro

St Vincent's will provide each student with an Apple 10.5" iPad Pro and Zagg Bluetooth keyboard in Year 4. This device will be equipped with a broad range of software. The school purchases the devices, **keyboard and cover as well as extending the warranty to 3 years** and parents/guardians pay the **total** cost of the device over twelve terms. **This cost is calculated at the beginning of Year 4** Parents/guardians will receive ownership of the device on the final day of Year 6, provided that all termly payments have been made prior to this time. The students will use the iPad at school and take it home as necessary. All students are expected to adhere to the 'Student Responsibilities and Actions' as outlined in the information booklet. Students who breach the policies which have been agreed to and signed by both parents/guardians and students, will not be able to take home their **iPad Pro** for a length of time, as deemed appropriate by the Principal.

### Ownership

The iPad remains the property of the school. Parents/guardians will receive ownership of the device on the final day of Year 6, provided that all termly payments have been made prior to this time. Students who leave St Vincent's before the completion of primary school may choose to purchase their device if they wish.

### Warranty

The 10.5" iPad Pro comes with an Apple Care Protection Plan three-year warranty. St Vincent's Primary School use Apple Care as the authorised repairer and we have systems in place during school terms that help us facilitate repairs, as required. **Any warranty issues during holidays would require that parents/guardians** return the device to the school at the start of the Term, to facilitate repairs as required.

### Insurance

The school covers the computer 24/7.

### Loss or Damage

If the iPad is lost, stolen or damaged the student must report it to their classroom teacher as soon as practical, during school hours. **School iPads are able to be tracked and deactivated if needed. A**

'iPad Incident Report Form' is to be completed and this is available from the school's website and Parent Portal. If the theft and accidental damage **occur at school, the forms** are completed through the school. If loss or theft occurs outside of the school, parents/guardians are required to inform the police immediately. The Police Event Number will be required in order to complete required paperwork.

### **The iPad is covered for**

- Accidental damage including fire.
- Full theft.
- Loss in transit (must be accompanied/cabin baggage).
- Stolen from a locked vehicle.
- Coverage anywhere in Australia, and in transit.
- Overseas cover (28 days/any one trip).
- Up to original purchase price of the lost equipment.
- Can claim up to twice the sum insured.

### **The iPad is not covered for**

- Wear and tear or cosmetic damage.
- Theft whilst unattended.
- Theft from vehicle if unlocked or not out of sight.
- Mechanical or electronic breakdown (warranty).
- Consequential loss of any kind.
- Software (normally replaceable by vendor).

### **Repair Procedures**

If the device or keyboard has a hardware fault during the school term, it will be logged through Apple Care, by the school, for repair or replacement of parts. Where possible, students will be given a replacement iPad while waiting for repairs. If the device has a hardware fault during school holidays, it is your responsibility to return the device to the school at the start of the Term, to facilitate repairs as required.

### **Who is responsible for covering the cost of a lost or damaged iPad?**

#### **Accidental damage**

The iPads insurance policy will cover the cost of all accidental damage less \$100 excess that is to be paid by parents. The children are responsible for their devices at all times.

#### **Non-Accidental Damage**

The school will not cover the cost of repairs when an iPad is damaged as a result of misuse where user guidelines have not been followed as outlined in this policy, the 'Student User Agreement' and the Insurance disclosure statement. The Parent/Guardian will in this case be responsible for the full cost of repairs.



# St. Vincent's Primary School

## 1:1 Device Program Consent Form

This Consent Form must be signed by a parent/ caregiver and returned prior to students participating in the 1:1 Device program.

I confirm that I/we have read and understood the school's:

- Student User Agreement
- 1:1 device program information booklet

I, give permission for my child \_\_\_\_\_ to participate in this program.

**Parent/caregiver Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Any queries in relation to the above can be directed to Mr Raf Balik at [rbalik@bne.catholic.edu.au](mailto:rbalik@bne.catholic.edu.au) or by contacting the school office on (07) 55721688.