

# 2018 St Pius X School

## *iPad Code of Conduct and Agreement Policy*



The following is *St Pius X's iPad Code of Conduct and Agreement Policy* that relates specifically to the St Pius X iPad Program; it sits alongside the school's *Policy on Acceptable Internet Use Terms of Service and Privacy Policy*.

The document's purpose is to ensure that students are aware of their responsibilities when using an iPad device.

### **Core Values**

*In accordance with the teachings of the Catholic Church,  
the practice of communication must be totally honest  
and reflect the highest standard  
of accountability and sensitivity to human rights and relationships.*

### **iPad User Responsibility**

All students are responsible for their iPad and are expected to:

1. Remove the SIM card and retain at home, (to avoid security breaches), if the iPad is a 3G model.
2. Have their devices fully charged and chargers and cables are to be left at home.
3. Ensure that their iPad is password/code locked.
4. Ensure content that is on the iPad is suitable, age appropriate and legal.
5. iMessage is to be disabled
6. Maintain the Catholic Ethos of St Pius X School if choosing to install backgrounds or wallpapers.
7. Have the volume of devices muted at the beginning of each lesson.
8. Regularly update, maintain storage and name labels and clean the screen on their device.
9. Report any damage immediately to their teacher or parent.
10. Repair any damaged/unusable device immediately.
11. Use their device for their sole usage and purpose, hence, not loan their device to another student without permission by the teacher.
12. Transport and store their iPad in a safe and secure manner at all times when not in use, ensuring it is permanently in a sturdy and robust cover.
13. Never leave their iPad unattended when in use.
14. iPads and covers must remain free of any writing, drawing, stickers or labels except for name tags.

### **Acceptable Use**

Students are expected to use the iPad and internet access offered by the school in a responsible and ethical manner; and are to follow St Pius X School's *Policy on iPad Code of Conduct and Agreement, Acceptable Internet Use Terms of Service and Privacy Policy*.

Acceptable use shall include, but is not limited to:

1. Following teachers' instructions.
2. Accessing only the information the teacher has agreed to.
3. Downloading only the applications the teacher has requested.
4. Seeking the teacher's permission before sending any form of electronic messaging.
5. Audio or vision taken at school cannot be transmitted, broadcast or transferred without the teacher's or SPX administrator's permission.
6. Using polite and courteous language when emailing.
7. Informing the teacher or others when using the camera and audio recording functions.
8. Correctly acknowledging the work of others according to copyright laws.  
<http://www.smartcopying.edu.au/information-sheets/schools/students-and-copyright>
9. Respecting the privacy of others including other students and staff members.
10. Informing the teacher if you have accidentally accessed inappropriate material.
11. Handling all ICT equipment with care.

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### Unacceptable Use

1. Identity theft will not be tolerated
2. Using ICT without permission or without supervision by a teacher.
3. Visiting any site that has not been approved by the teacher.
4. Using the Internet to access offensive or inappropriate information.
5. Using iMessage or similar unapproved messaging apps at school.
6. Using email inappropriately and/or without teacher knowledge.
7. Interfering with emails or files belonging to others.
8. Downloading anything without the teacher's permission.
9. Bullying, frightening, annoying or upsetting a person using the iPad is strictly prohibited.

### Loss or Damage

In the event of loss or damage, students must immediately report the incident to their teacher and parent.

Parent/Guardian of the student will be required to repair/replace the damaged or lost iPad **promptly** in order for your child to fully participate in the learning activities ensuring minimal disruption to your child's learning.

### Parent / Student Agreement

The use of iPad while at school is a privilege and not a right. I understand that if I am in breach of the **St Pius X Code of Conduct and Agreement Policy, Acceptable Internet Use Terms of Service and Privacy Policy**, I will/may lose my iPad and technology resources privilege.

It is my responsibility to report and where appropriate, remind my child of the commitment made to the school when signing this iPad Code of Conduct and Agreement.

I, \_\_\_\_\_  
have read and discussed this agreement with my  
parent(s); and accept the terms by which I shall use  
my iPad at St Pius X School.

My Passcode lock is: \_\_\_\_\_

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Year Level (2018)

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Student Name

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Signature

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Date:

As the parent/carer of \_\_\_\_\_, I  
give permission for my child to have access to an iPad  
while at St Pius X. I have read and discussed the terms  
of the agreement with my child; and will support the St  
Pius X School in the implementation of this Code of  
Conduct and Agreement.

I agree to safeguard passwords and ensure that my  
child's iPad is adequately insured against theft, loss  
and accidental/deliberate damage.

I give permission for the class teacher or ICT  
coordinator to use the restriction passcode and/or  
Apple ID passcode or passwords to enable my child  
to fully partake in the task on the iPad.

Restriction Passcode: \_\_\_\_\_

Apple ID Password: \_\_\_\_\_

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Parent Name

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Parent Signature

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Date:

This agreement must be signed and returned no later than **Monday 5<sup>th</sup> February, 2018**

in order for your child to have access to the iPad at St Pius X.