



# Acceptable iPad use

## WHEN I USE THE SCHOOL'S IT SYSTEMS IN SCHOOL, I WILL:

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- Always use the school's IT systems and the internet responsibly and for educational purposes only.
- Only use them when a teacher is present, or with a teacher's permission.
- Keep my usernames and passwords safe and not share these with Keep my private information safe at all times and not give my name, address, email address, or telephone number to anyone without the permission of my teacher or parent/carer.
- Tell a teacher (or sensible adult) immediately if I find any material that might upset, distress or harm me or others.
- Always log off or shut down a computer when I've finished working on it.

## AS PART OF THE RESPONSIBILITY AND PRIVILEGE OF HAVING AN IPAD ASSIGNED TO ME, I WILL:

2

- I will only use the iPad and stylus for what I'm instructed to by my teacher.
- I will not attempt to unlock another child's iPad nor edit or delete someone else's files without their permission.
- I will always keep the iPad in its case and be careful when handling it.
- I will ensure that the stylus/pen is kept in the case slot, or in the class storage location, when not in use.
- I will only use the iPad at break or lunchtime if I am directed to do so by a member of school staff.
- I understand that my iPad could still get damaged when inside my bag if I do not take care of my bag and treat it gently.
- I understand my family will have to pay towards the costs of repairing any deliberate damage.
- I will keep my passcode and Showbie login information secret. I will not use someone else's login details at any point.
- I will only take photographs or video of a person with their permission.
- I will immediately hand over and unlock the iPad if asked to by an adult in school.
- I will not give my home address, phone number, send a photograph or video, or give any other personal information that could be used to identify me, my family or my friends, unless a trusted adult has given permission.
- If I see anything I am unhappy with or I receive a message I do not like, I will not respond to it, but I will show a teacher/responsible adult.
- I will respect copyright and only reuse images/video/audio with permission.
- I will only AirDrop files when asked to.
- I will only mirror my iPad to the teacher screen when asked to.
- I will not accessorise or decorate my iPad case.
- I understand that the iPad can be inspected at any time without notice.
- I understand that I may lose iPad access as a consequence of not following these rules.

## WHEN USING MY IPAD OUTSIDE OF SCHOOL, I WILL:

3

- I will keep the iPad in my bag at all times until I get home. I will keep my bag closed and as safe as possible.
- I understand that my iPad could still get damaged when inside my bag if I do not take care of my bag and treat it gently.
- I will keep the iPad in my house until I go back to school.
- I understand that the school can see what I access on the iPad at home.
- I will not try to access anything that is unsafe or inappropriate.
- I understand that if I do try to access any websites or content that is inappropriate or unsafe that I will be given a consequence and may lose certain access to my iPad.
- I will share my work with my family so they can see what I have learned.
- I will complete tasks for home learning on my iPad if asked to by my teacher.
- I will not use the iPad at home after an agreed time with my family.
- I will make sure it is fully charged and brought to school each school day.
- If I damage my iPad at home, I should immediately tell my parent/carer, who will let the school know.
- If damage to my iPad at home is deliberate, I understand that my family may have to pay towards the costs of repairing the damage.