



Device User Agreement F-2

St Laurence's Primary School is committed to student use of technology as a tool to enhance and assist learning. Students at St Laurence's utilise iPads/Chromebooks on a wireless network. Devices are strictly for educational use consistent with the educational goals of St Laurence's Primary School.

Along with the opportunity, comes responsibility. This Device User Agreement is designed to give students (and their family) clear and concise guidelines regarding the appropriate use of school and personal devices. The underlying premise of this agreement is that all members of St Laurence's community must uphold the values of honesty and integrity.

SCHOOL DEVICES

1. We understand that the iPads belong to St Laurence O'Toole Primary School and that our use of the iPad will be monitored by the school

2. We will be responsible when using the iPads at all times

- We will follow what the teacher says at all times.
- We will look after the iPads at all times (keep it off the floor, indoors and keep it clean).
- We will use two hands to carry the iPad, always walk with the device and NEVER carry/hold it by the screen.
- When an iPad is on our table, we will keep food and drinks away from it.
- We will not lean on or put things on top of the iPads.
- We will tell the teacher about any problems, damage and accidents to the iPads.

3. We will be cyber-safe and cyber-smart users of the iPads

- We will only use our own username and password.
- We will only use websites and apps that our teacher has told us to use.
- We will tell the teacher straight away if we see anything that makes us feel uncomfortable or unsafe.

Consequences

I understand that if I break these rules the school will put appropriate consequences into place. These consequences may include:

1. Warning and record on ICT Behaviour Document
2. Loss of Device (Short Term e.g half day)
3. Loss of Device (Long Term e.g more than one day)
4. Call to parents
5. Meeting with parents and teachers

STUDENT PERSONAL DEVICES

For the purpose of this policy, student personal devices includes, but is not limited to, mobile phones, smart watches and tablets.

The school discourages students from bringing mobile phones and smart watches to school. These communication devices cause disruption in classrooms and the playground and can be used inappropriately to access social media and take photos without permission. This can cause distress and breach the privacy of others.

If a parent/guardian feels it is necessary for their child to bring a personal device to school, then the rules for student use of personal devices in the school are listed below:

- Personal devices brought to and kept at school are used and stored entirely at their owner's risk. St Laurence O'Toole Primary School does not accept any responsibility for theft, loss or damage of these devices. Students and parents should also recognise that mobile devices are a valuable item and discretion needs to be used in terms of whether these devices are suitable for a school environment.
- Personal devices are to be kept in the student's bag at all times including, before school, recess and lunchtime, and must be switched off.
- Personal devices are not to be used to contact home in an emergency. This is the duty of the school and the administrator/teacher in charge.
- Phones and watches are not to be used to communicate to parents/guardians during school hours. All necessary communication is to be facilitated through the school office or classroom teacher via email.
- Personal devices are not to be used in the classroom, playground or incursion/excursion for any purpose. Where a student has been granted an exception, the student must use their personal device for the purpose for which the exception was granted, and in a safe, ethical and responsible manner. Such exceptions may include necessary medical support.
- Personal devices are not to be used to harass, bully or intimidate students or staff.

Any use of a personal device by a student, that is in breach of these rules, will lead to the confiscation of the device. In this instance, parents will be notified and confiscated devices will need to be collected from the Administration office by the student's parent or guardian at the end of the day.

Student acknowledgement

I have read and understood the Device User Agreement. I acknowledge and agree to follow these rules. I understand that if I do not act responsibly that an appropriate consequence will follow.

Parent acknowledgement

I have read and understood the Device User Agreement. I acknowledge and agree to support these rules.

Privacy and Permissions

By accepting this Device User Agreement, I give permission for the school to create accounts on behalf of students to access educational apps and websites that meet the requirements of our school privacy policy. Any changes to apps or educational websites will result in a review in order to continue to meet the requirement of the school's privacy policy. The following is a list of all websites and apps students are currently accessing from F-2.

F-2 Apps	F-2 Websites
<p> Prodigy Coolmaths Popplet Google Classroom Google Docs Kahoot iMovie Seesaw Red Writing AutoRap by Smule Base Ten Blocks Math Book Creator One Brushes Redux Canva: Graphic Design & Video ChatterPix Kids codeSpark Academy: Kids Coding Daisy the Dinosaur Doodle Buddy Draw for iPad Google Drive Google Earth Google Sheets Google Slides Interactive Telling Time Kodable Little Lunch Little Story Creator - Digital Scrapbooking and Photo Collage Maker Make A Scene: Farmyard Math Slide: add & subtract Number Frames, by MLC Pattern Shapes, by the Math Learning Center PicCollage EDU Collage Maker Pixlr - Photo Collages, Effect Play School Art Maker QR Reader for iPad Qrafter - QR Code Reader Quick Maths Jr. Recap: Empowering discussions ScratchJr ShowMe Interactive Whiteboard Sketch Skitch - Snap. Mark Up. Send. Skoolbo Spelling Games Lite HD Teach Your Monster to Read Tellagami Toontastic 3D Virtual Manipulatives! Vittle: Screencast Recorder Voice Recorder Write About This Lite Zen Sand: Relaxing Games </p>	<p> Google search engine Sunshine Online </p>