



*~ Working Together ~*

**1:1 iPad Program @ Greythorn**

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## Vision

Over the last 15 years there has been a transformation of teaching from one where *'school was a bastion of all world information and students came to school to not only gain access to that knowledge, but also to experience the world through teacher ... and ... the school view was predicated on students as simple consumers of information'* to *'today's students place a high premium on the learning experience of creating content and sharing their discoveries with the world.'* *'using technology is not just about engagement but about developing information literacy skills and personalizing the learning process for all students.'* (Project Tomorrow, 2012)

At Greythorn we envisage all students having access to 1:1 devices creating the circumstances for ubiquitous technology use. Students will have the opportunity to increasingly create their own content. They will have the capacity to share that content beyond the classroom. They will develop their information literacy skills. They will increasingly personalize their learning. In personalising the learning, Greythorn students will develop their student voice and choice in the process. In promoting student voice and personalising the learning process our intention is to develop students who are self motivated and directed in their learning. These attributes, we believe, will be beneficial to students and the subsequent adults of the future.

For example they may create a movie about a collaborative learning task with photos taken by themselves or their teacher, share photos with their teacher via Google Photos, use iMovie to create a digital narrative and reflection around their collaborative learning experience, then publish it on their private Youtube (Google) account to be shared amongst other members of the school community on Google Sites (website) developed specifically for that learning experience, or for their classroom. This ability to capture their learning, articulate understanding, reflect on it, share it and have it critiqued by their peers is central to the idea of 1:1. We want every student to have equal access to a device that teachers can plan to use and develop over a prolonged period.

### Why 1:1?

The focus of 1:1 implementation is improvement in learning. Technology devices themselves will not make students better learners. The 1:1 program will be beneficial:

- So that every student has equal and ubiquitous (anytime) access to the same digital resources at school.
- So that teachers and teams can plan their learning based around this equal access.
- Providing students greater flexibility in the publication and sharing of their work.
- Encourage STEM & coding culture through applications such as MIT's Scratch Junior.
- Providing a platform to more easily share student learning.
- Providing a platform for students to become more digitally literate.
- Bridges the gap between home and school learning.
- An easy way to capture and reflect on learning.

# Implementation Guide

## Ownership Options

- **Option 1: Purchase using Greythorn's iPad Portal** link on the school's website.
- **Option 2: Purchase own** through independent supplier.
- **Option 3: We will use an existing device from home.** Our family already has an iPad Air or above device which will be available for school use. It is highly recommended to have at least 32GB memory.
- **Option 4: Our child will not be participating in 1:1 program.** Our child will not be participating in the 1:1 program and will use a shared iPad in the classroom which will not be available for home usage.

## Greythorn iPad

With the current operating system iOS15 you can run iPad Air 2 (released 2014) and above. iPads tend to have around a 5-6 year life span in regards to upgrades so a new device will easily support a student until the end of primary school. The greater the memory on the device the less likely it is fill its storage and thus require the user to delete data.

## Greythorn iPad Essentials

- **Keyboard** - we require every student to provide a suitable iPad compatible keyboard. There is a link on the school's 1:1 portal to a suitable keyboard
- **Headphones** – we require students to bring suitable headphones to school in order to listen to classroom content independently. These can be any kind of headphones that suit your iPad
- **iOS Updates** – We ask that all iPads are updated to the latest operating system, in this case iOS15, in order to keep consistency across all devices in the school.

## Greythorn Recommendations

- **iPad Cases** – We strongly recommend the use of a case in order to decrease the chance of screen breakage. There are so called 'survivor' cases that certainly provide greater protection than regular cases and are more expensive.
- **Screen Protector** – We strongly recommend a screen protector also as they provide another layer of protection against screen breakage.

## Other Accessories

- **Stylus** – some students may find a stylus useful for navigating and interacting with the screen

## iPad Responsibility and Care

- The iPad must come to school every day in full working order: fully charged, cover on and school required apps installed.
- The school accepts no responsibility for lost or damaged iPads.
- The school encourages students to take full responsibility for the care of the iPad and its whereabouts at all times.
- Covers sold with the iPad will provide some protection; however, the most important factor is the owner's care and treatment of the device.
- Students will be frequently reminded about the safe use and care of their iPad.

## iPad @ Home

- Students and families are responsible for backup. You backup content and apps on iTunes and this should be done regularly.
- At home, the school recommends that students use the device in a common family area in order to monitor its use.
- It is recommended that students have separate folders for 'school apps' and 'personal apps' so it's easy to access specific apps at school.

### Backup & Recovery

- It is recommended that students backup their device regularly to avoid the loss of content
- Please see section 'Setting up your iPad' below for support.

### Insurance

- You can buy Apple Care with your purchase and/or purchase further insurance to cover the cost of damage to the iPad (warranties are available on school purchasing portal).

## iPad @ School

### iPad Security

- The school technicians will issue regular, random network and history checks to monitor internet use and appropriateness of applications and files.
- Students will not have access to the iTunes store, SMS messaging, Facetime or other social networking sites during school hours (Parental Restrictions Section).
- All iPads will remain in the classroom during the day and classroom doors will be locked at recess and lunchtime, and when the classroom is unattended.

### iPad procedures at School

- School Arrival- place iPad on classroom desk in 'Safe Zone' upon arrival in the classroom (after 8.45am).
- Safe Zones will vary from level to level.
- iPads not to be used in the playground at any time before or after school.
- Only taken outside with teacher direction during school hours.
- iPads need to come to school fully charged every day.
- iPads are for the sole use of the individual student, but students will be asked to collaborate at times and may share devices upon teacher direction and student permission.
- iPads must be used in accordance with the Greythorn *Acceptable Use Digital Agreement*.

## Internet and Cybersafety

- Use of the internet and other digital devices is governed by the school's *Acceptable Use Digital Agreement* that is signed by students and parents at the beginning of each school year.
- All access to the internet is filtered through the Edustar network provided by the state government. This service blocks the vast majority of file sharing and social networking sites, as well as other inappropriate material. It is constantly updated. All activities undertaken by students are planned and monitored by teachers.

- Cybersafety is taught as a key component of the curriculum and is considered an important element of student welfare in all levels of the school from F-6.
- Any inappropriate use of the internet is unacceptable under our agreement and is subject to disciplinary consequences such as restrictions, as per our accepted Student Welfare approach.
- No media on the iPad is to include explicit material or inappropriate themes (including music).
- Students will have access to Google Apps For Education including Google Classroom, Docs, Drive, Gmail, Slides and Youtube.
- If a student is downloading an excessive amount of data parents will be informed; restrictions will be put in place and charges may be forwarded.
- For more information refer to the following website: <https://www.esafety.gov.au/>

## Setting up your iPad

- **Step 1:** Download or update to the latest version of iTunes on to your personal computer. [www.apple.com/itunes/download](http://www.apple.com/itunes/download)
- **Step 2:** Connect your device to your computer via the cable provided. The computer will automatically sync the new device to the new version of iTunes. It will recognize your device and ask you to register your device. It will also update the software of your device if it is an older operating system. If it doesn't sync it is probably because you don't have the latest version of iTunes
- **Step 3:** Press continue to get to the setting up, and click through the license agreement. Sign in with your iTunes account, or set one up if you don't already have one. You may get a message that says an iPad has previously been synced with your computer. If you get this prompt select 'Set up as new iPad' and continue.

## Other Recommendations

- One thing you will learn about your iPad is that you will run out of space faster than you think. The apps take up a lot of space. Don't sync any media automatically. Greythorn recommend that you place limited media on this device as school projects will take most of the available space.
- **Get in Sync:** Don't sync any iPhone apps, as these have little use in the classroom as they are often in a different format to iPad apps and don't fit the screen.

## Apps List

There is a Greythorn App List (on the website). We chose apps for their effectiveness across curriculum areas. We try not to use single focus 'practise' apps. We will occasionally ask students to download a new app at a team level. This process will go through a Compass email to parents. The overall emphasis is to keep a suite of apps that students will develop over time and can be used across all curriculum areas.

## Parental Restrictions

Parents are asked to enable 'Restrictions to the iPad' that prevents access to specific features. These restrictions are controlled by a passcode that is different to the passcode used to unlock the iPad and can be kept private from your child. These restrictions can include



turning off Facetime, limiting ratings for TV programs and movies, installing apps, iTunes Store, deleting apps, multi player games, location services and more.

- **Location Services-** We ask that you have location services on in order for students to use mapping services.
- **Find My iPad-** Leave this service on in case of loss
- **Updates-** allow automatic updates for iOS
- **Safari-** We ask that you do not restrict access to Safari at school - Greythorn has an effective Department of Education filtering system that blocks access to many sites including inappropriate content, social networking sites like Facebook and file sharing sites (video/audio sharing, etc).
- **iMessage-** Parental restrictions do not include SMS messaging. This can be turned off separately in the General settings. The expectation is that SMS messaging is turned off at school. We will practice this in the beginning so that students know what is expected (especially seniors). Students not following this protocol will face restrictions and further consequences as per our accepted Student Welfare approach. Please note parents should **NOT** be communicating with students via iMessage during the school day.



## Other Information/Further Support

### iTunes

- An Apple ID is needed to administrate and download applications and to allow the iPad to function
- It is a requirement of Apple that persons must be over 13 years of age to have an Apple ID and therefore an iTunes account.
- When setting up an iTunes account it is strongly recommended to use an iTunes card and not a personal credit card.
- It is recommended that parents set up their iTunes account to their email, so that they will be aware of any purchases made through the iTunes store.
- Students will not be required to access their iTunes account at school. Parents will determine whether their child has access to their iTunes account at home.
- Teachers will communicate with parents if an additional app is required to be downloaded for a task at school.
- The student and the family are responsible for maintaining confidentiality of information held in the user's account, including the user's password and for any activity that occurs under the user's account as a result of failing to keep this information secure.

### Apps

- All iPads must contain the school required apps (see Greythorn Apps List).
- A minimum of 8GB of space must remain available for school use.
- All apps for school use will be set up to appear on the startup screen. Personal and family apps must allow enough space for school requirements and be stored in separate 'buckets' or folders on the second and subsequent pages of your iPad.
- Any software added at home must be licensed and 'G' or 'PG' rated for home use.
- All apps and content for school based learning must be 'G' rated.
- If the iPad needs to be synced or updated the school takes no responsibility for lost files or software.
- No pirated or illegal software or media is to be on the iPad. If found the school technicians will be asked to reimage the iPad which will result in a loss of files.

### **Technical Support**

- Students will seek technical support through their classroom teacher.
- Most issues tend to be quick and can be fixed by the technicians at school during school hours.
- Any issues that become evident at home need to be dealt with by the owner.
- All warranty issues are to be taken up with individual suppliers.
- Parents are asked to troubleshoot software manuals and Apple support to solve specific questions regarding 'how' to use specific programs.

### **Email**

Years 3-6 students are using Google Apps For Education and have an Education Department hosted Gmail account directed through an app on their iPad.

### **FAQ's**

- **What happens if a student leaves their iPad at home?** *They will be given a spare school one if there are any available.*
- **What if it comes to school uncharged?** *If it is an occasional circumstance teachers have limited resources in the classrooms to charge however this cannot be guaranteed.*
- **My son/daughter is uploading/downloading a lot at home. How much space should they have left for school?** *At least 8 GB is the suggested amount.*

### **If you need any more help refer to these Apple Guides:**

- iPad User Guide: <https://help.apple.com/ipad/7/>
- iPad Setup and troubleshooting: <https://www.apple.com/au/support/ipad/>
- How to update your iPad: <http://support.apple.com/kb/HT46>