



St James Catholic School
Nar Nar Goon

St James 1:1 Learning Tool Agreement



St James PS is committed to student use of technology as a tool to enhance and assist learning. The use of technology facilitates global collaboration- a vital skill for our 21st century learners. Students at St James utilise iPads and on a wireless network. iPads are strictly for educational use consistent with the educational goals of St James Primary School. Along with the opportunity, comes responsibility. This Agreement/Policy is designed to give students (and their families) clear and concise guidelines regarding the appropriate use of iPads. The underlying premise of this policy is that all members of St James community must uphold the values of honesty and integrity. The proper use of the iPad reflects the strength of one's character, as does one's behaviour. We expect our students to exercise good judgment and to utilise iPads with integrity.

The Agreement is made between St James Catholic School and parents and students and states the agreement of the parties below:

It is a privilege for you, as a student of St James Catholic School to be able to have the opportunity to access the 1:1 Program. You are trusted with care and correct use of your device. You are responsible for having nothing on your device that you wouldn't share with your parent/guardian or teacher. Random checks will be conducted by staff and parents to ensure that these policies are being followed. This may include; website access, files, data, photos and emails. Students **must not clear** their browsing history.



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Equipment Care: You will be responsible for keeping your device clean. Do not attach stickers or write on your iPad or deface it in any way. iPads must always be kept in their protective cover.

Charging: You are responsible to bring your device to school **fully charged, at 100% capacity, each day.** Students may have access to power supplies at school in special circumstances if they require extra charge to get through the day.

Loss & Damage: The student assumes all risks of loss and damage of the equipment.

Right of Inspection: The student shall make the device available to any teacher as necessary for purposes of inspection, maintenance, upgrading, and/or software installation.

Food/Drinks: These are not to be consumed when using the device.

Transportation: You are responsible for using the protective cover appropriately to protect your iPad. Students catching the bus must not use their device in transit between school and home.

Email: You will have your personal St James 'Google Apps for Education' account setup on the device. It is important to remember to use your manners when sending emails as they can be open to misinterpretation. Reasonable personal use of emails is expected and must be used appropriately.

Wallpaper: Inappropriate or copyrighted media may not be used as an image for the iPad Wallpaper.

Backup: You are responsible for backing up your device. Files lost are not the responsibility of St James Catholic School. Apps can be reinstalled from the Apple ID cloud but associated data within apps can be lost.

Internet Connection: You are responsible for connection to the internet at home. Some internet services are not guaranteed. iPads require a wireless connection to the internet. Some iPad apps can be used at home without wireless connection.

Apps: St James will deem certain apps as essential for learning at school and home. These 'essential' apps will be distributed via management software. If parents would like to customise the iPad with other appropriate apps, they can do so. St James Catholic School reserves the right to uninstall inappropriate apps. Laws regarding social media accounts and age restrictions will be adhered to.



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Usage: Your iPad is for educational use only and not any of the following:

- Sending or displaying offensive messages or pictures.
- Sending or distributing chain letters.
- Accessing inappropriate materials: accessing, submitting, posting, publishing, forwarding, downloading, scanning or displaying materials that are offensive or inappropriate
- Using obscene language
- Giving personal information such as complete name, phone number, address, identifiable photo without permission from teacher or parent/guardian
- Harassing, insulting, bullying, spreading hate or attacking others
- Damaging or modifying computers, computer systems or computer networks
- Using others' passwords
- Trespassing in others' folders, work or files
- Intentionally wasting resources
- Employing the iPad for commercial purposes, financial gain or fraud
- Overriding the internet filtering software or other network configurations
- It is not to be used for political purposes

Copyright: Violation of copyright laws - copying or downloading software or materials without authorisation or the owner's permission- is strictly forbidden.

Security: In order to preserve the security of the iPads

- Devices are not to be loaned to anyone else including brothers or sisters
- Students are not to borrow a device from anyone else
- Devices are to be brought to school each day
- Do not share personal passwords with others

Inappropriate use may result in a loss of access as well as other disciplinary action such as limited use and strict monitoring.

The school will determine appropriate action if breaches to the St James User Agreement occur. Outcomes may include: reduced permission, only school access or loss of access.

By signing the St James User Agreement below you accept and agree to all of the above terms and conditions.



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User Agreement – 1:1 Learning Tool Program

If for some reason I choose to break one of these rules, I understand that there will be suitable consequences to follow:

Name of Student:

Student Signature

Parents/Guardians Name/s:

We agree to the terms and conditions of the St James User Agreement for the 1:1 Learning Tool Program commencing in 2018. We have read and agree to sign the User Agreement in order to access the program.

Parent/Guardian Signature:

This agreement was ratified by the St James School Board in 2016.