

# Riddells Creek Primary School

## BYOD

### Acceptable Use Agreement



#### Device General Use

- Students are responsible for all information and content on the device, which should adhere to this Acceptable Use Agreement guidelines for ICT (signed at the start of each year).
- Students must save their own photo on the lock screen of their Device for easy identification.
- The Device should come to school each day with sufficient charge for the day's activities. Charging will not be an option at school.
- The Device must not be left sitting on the ground, on a chair or left outdoors at any time. They should be left on tables or stored in tubs when not in direct use.
- Devices may only be taken outside with the direct permission of a teacher.
- Teaching staff have the right to look at any application or file on the Device at any time. Staff will make daily random checks on selected devices.
- The Device must be used under the direction of teaching staff at all times. Misuse will result in temporary removal of the device.
- The school recommends that when using the Device at home it is used in a family or common area and not in the bedroom
- Please note that mobile phones are not permitted at school and 3G/4G devices must have their cellular aspect disabled or sim card removed.

#### iTunes

- An iTunes account is necessary to download applications (software) to allow the iPad to function.
- By using the iTunes software a user agrees to be bound by the terms and conditions of the Software Licence Agreement
- By using the iTunes Store website a user agrees to be bound by the Terms and Conditions of Use that apply to the website.
- We have found that having a separate iTunes account for your child is preferable than using an existing, and therefore shared account when using iPads.
- A user is entirely responsible for maintaining the 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 and confidential.
- Additional applications purchased will be the responsibility of the Parent/Legal Guardian and reflect the behaviours promoted in the school Acceptable Use Agreement.
- The school would highly recommend that a parent be listed as an email contact for the iTunes

account when software is being purchased (term used for free programs also) so they can track the usage.

- Parental controls should be set on the iTunes account and password protected to ensure they stay in place. These controls are found in the computer by opening iTunes, go to iTunes menu > Preferences > Parental > Age Restrictions. Password protecting is the padlock icon on the bottom left of the window. This will assist in managing content within iTunes.

### **Device Restrictions**

We strongly suggest that you look at the restrictions area in the Device settings. It would be appropriate to enable restrictions to the section at the bottom of the menu for the "Allow Content". This can be made appropriate for the Senior School age group for the different categories. The passcode should not be known by the student.

### **Responsibility for Device**

It is the student's individual responsibility to ensure that the Device is looked after. Like all personal items brought to school the school has no liability for damage or loss of any personal items brought to school.

### **Cloud Storage**

It is important to note that we will be using Google Apps for Education as well as some other programs and apps that use cloud based storage in 2020. The Department of Education requires us to notify you that we are doing this, and require permission, as not all cloud storage is based in Australia. Not being based in Australia does not of course mean it is less secure.

## BYOD Device Acceptable Use Agreement



### **Student Section**

Student Name: \_\_\_\_\_

Class: \_\_\_\_\_ Date: \_\_\_\_\_

With my parents I have read the Riddells Creek Primary School BYOD Device Acceptable Use Agreement (AUA). I agree to follow the rules contained in the agreement.

I understand that failure to follow this AUA may result in me having my Device privileges suspended.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### **Parent/Guardian Section**

I have read the Riddells Creek Primary School BYOD Acceptable Use Agreement. I give permission for my child to participate.

I understand that failure to follow this AUA may result in my child having his or her Device privileges suspended.

I understand that some programs use cloud-based storage.

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### **Teacher use only**

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Device Serial Number