



2025 BYOD iPad PROGRAM



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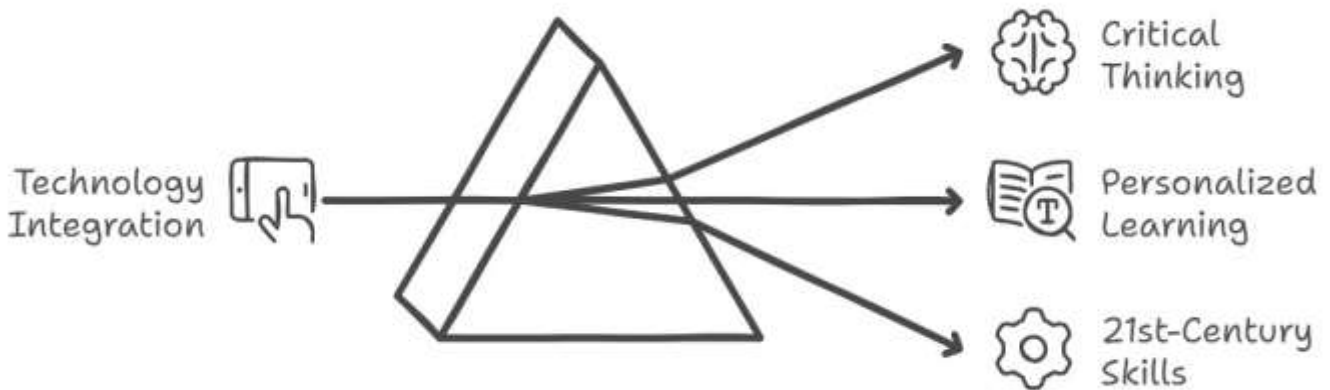
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BYOD iPad PROGRAM

THE VISION FOR OUR iPad PROGRAM AT BIRKDALE STATE SCHOOL

The vision for our Bring Your Own Device (BYOD) program at Birkdale State School is to foster an environment where critical and creative thinking are seamlessly integrated into the curriculum. By equipping students with iPads, we aim to provide them with the tools needed to explore and engage with learning materials in dynamic, interactive ways. This approach encourages students to develop essential 21st-century skills including problem-solving, collaboration, and digital literacy.

The use of iPads also enables teachers to personalise learning experiences to cater for individual needs and learning styles, while also allowing students to demonstrate their understanding through diverse, creative mediums. Ultimately, this program seeks to create a vibrant, technology-rich learning environment that prepares students to thrive in the rapidly evolving digital world and prepare students for their future.



DIGITAL LEARNING AND THE AUSTRALIAN CURRICULUM

Queensland state schools are required to *explore and enhance digital learning* as part of the Australian Curriculum. At Birkdale, we support teachers to plan for systematic curriculum implementation and consider:

- > the appropriate use of digital tools and environments
- > the use of effective digitally enabled and enhanced pedagogies
- > ways to build digital literacies

Digital Learning is an important part of contemporary schooling. It encompasses the knowledge and skills students need to create, manage, communicate and investigate data, information and ideas, and solve problems. It assists students to work collaboratively at school and in their lives beyond school.

Digital learning involves students critically identifying, appropriately selecting and using digital devices or systems, and learning to make the most of the technologies available to them. Students adapt to new ways of doing things as technologies evolve, and protect the safety of themselves and others in digital environments.

USING IPADS FOR LEARNING

IPAD USE IN THE CLASSROOM

Although students will have their iPad with them and available for use throughout the day, their use will be directed by the teacher and will vary from day to day depending on the learning focus and activity type.

iPads are not intended to replace pencil and paper. Students will still use pencil and paper every day and legible handwriting will continue to be a focus. An iPad will be used to enhance teaching programs and learning experiences, not to replace basic skills.

Every time a teacher plans a lesson, they consider the best way to deliver the content. They will consider whether the task requires an iPad to be used at all, and if so, whether the iPad will just enhance the lesson or task, or transform it into something that is creative, collaborative and/or innovative. Teachers support their students to use the internet, apps and software in a responsible, respectful and safe manner. They encourage students to inquire and create over multiple platforms, allowing them to express themselves and collaborate with peers in an ever-changing digital world.

INTERNET FILTERING AND SAFETY

The Department of Education (DoE) has a responsibility in ensuring the safety of students while using the internet at school on any device. Through the internet filtering system Symantec Web Filter, the type of content that students may be exposed to while online is restricted by the system's website categorisation process.

Access restrictions are enforced by filtering categories and policies. Categories are assigned to web pages and web applications based on site content. The Department ensures websites and web applications are blocked if they are inappropriate, malicious, illegal, dangerous or conflict departmental policy. Students can speak with their teacher if they believe an evaluation of a website or web application should be completed. The Principal may approve some websites or platforms for educational use.

Please be advised that the Department of Education's Managed Operating Environment (MOE) possesses sophisticated software that undertakes ongoing word scans, browser history sweeps, image scans and similar undertakings to ensure that our students and our staff are safe when accessing the online environment. Every time a student's or staff device connects to our network, these scans may be undertaken and students and staff are responsible for any content that these scans locate. This may form part of a breach of our Student Code of Conduct.

CYBER SAFETY AND DIGITAL LITERACY

Cyber Safety is taught at Birkdale State School as part of our school's positive behaviour for learning program (PBL) and as part of the Australian Curriculum: Digital Literacy. We have recently reviewed the school's PBL matrix to include iPad and online safety. This revised matrix will be in place across the school from 2025.

Digital literacy encompasses the knowledge and skills students need to create, manage, communicate and investigate data, information and ideas, and solve problems. It assists students to work collaboratively at school and in their lives beyond school.

Digital literacy involves students critically identifying and appropriately selecting and using digital devices or systems, and learning to make the most of the technologies available to them. Students adapt to new ways of doing things as technologies evolve, and protect the safety of themselves and others in digital environments.

The Digital Literacy learning continuum in the Australian Curriculum is taught from Prep to Year 10 and is organised into 4 elements:

- Practising digital safety and wellbeing
- Investigating

- Creating and exchanging
- Managing and operating.

Practising digital safety and wellbeing incorporates:

Manage online safety – students develop the appropriate technical, social, cognitive, communicative and decision-making skills to address online risks. They recognise the content risks that they face online, such as hurtful user-generated content, and the strategies involved in dealing with them.

Manage digital privacy and identity – students recognise the importance of controlling and shaping their own digital identity. They create and curate their online identities to positively tell their stories, while recognising how personal use of digital media may have implications for their digital footprint.

Manage digital wellbeing – students consider the nature and impact of digital tool use. They develop understanding that behaviours such as excessive screen time, digital workload, distraction and multitasking can have an impact on their health, work productivity, wellbeing and lifestyles. They understand the benefits and risks of digital participation in relation to health and wellbeing outcomes.

Investigating incorporates:

Locate information – students curate information from digital resources. They effectively use research strategies to locate information and other resources. Students articulate their information and content needs, and effectively navigate information and content they encounter.

Acquire and collate data – students understand how data can be generated and how to process data based on statistical understanding. They create or use algorithms to recognise significant patterns and improve decision-making processes. They explore relevant data sets, and read, manage and process data from a variety of sources.

Interpret data – students create and build knowledge by analysing data and communicating its meaning to others, using various data visualisation tools. They present patterns, trends and analytical insights from data to facilitate problem-solving and decision-making.

Creating and exchanging includes:

Plan – students use digital tools to plan and manage a process that considers design constraints and risks.

Create, communicate and collaborate – students execute plans for the design of digital content and to develop, test and refine models to create original products. Students recognise different types of peer-to-peer communication and collaboration strategies, tools and formats, and decide which methods are most effective for individual or collaborative goals.

Respect intellectual property – students understand the ethical and legal responsibilities around ownership and remixing of digital content; for example, plagiarism, copyright, fair use and licensing. They demonstrate responsibility and respect for others by protecting their own digital creations and crediting others' content when appropriate.

Managing and operating includes:

Manage content – students interact with information and data, save content using appropriate and logical conventions, and retrieve content from personal, networked and cloud spaces.

Protect content – students identify potential threats and implement relevant cyber security practices, such as using secure passwords. They use technology without compromising their data and devices.

Select and operate tools – students apply technical knowledge and skills to select, use and troubleshoot appropriate digital tools. They develop an understanding of hardware and software components, and the operations of appropriate digital systems, including their functions, processes and procedures.

CYBER SAFETY INFORMATION FOR PARENTS AND CARERS

There are a number of online resources for parents and caregivers to help support their child's online experiences.

- Cyber Safety in Queensland schools - <https://www.qld.gov.au/education/schools/health/cybersafety/cybersafety-qss>
- Help for parents, students and staff - <https://behaviour.education.qld.gov.au/supporting-student-behaviour/bullying-and-cyberbullying/need-help>
- Think U Know – an evidence based program developed by the Australian Federal Police <https://www.thinkuknow.org.au/resources-tab/parents-and-carers>
- ACCCE: Australian Centre to Counter Child Exploitation - <https://www.accce.gov.au/>

APPLE CLASSROOM – Monitoring and managing students when using iPads in the classroom

Teachers will monitor students use of iPads via the Apple Classroom app which enables teachers to manage student iPad devices in the classroom and helps guide students through a lesson. Teachers can launch a specific app, website, or textbook page on any iPad in the class and see which apps students are working in.

The Classroom app only manages devices while students are physically present during class time. It doesn't store data or allow control after the class ends. Teachers who are utilising Apple Classroom cannot factory reset a device, location share or add permanent restrictions or policies to the student's device. Apple Classroom is only available to teachers when the device is within close proximity (approximately 20M) and connected to the same Wi-Fi network.

Teachers will use Apple Classroom at school to ensure that students remain on task and that they are following instructions.

You can read more about Apple Classroom here: <https://support.apple.com/en-au/guide/classroom/cla6d39b9338/web>



IPAD REQUIREMENTS

MINIMUM DEVICE SPECIFICATIONS

- **Students cannot use any other tablet or device.** To ensure consistency and ease of use, we only use iPads.
- **Recommended iPads** - iPad 9th or 10th Gen 64GB+
- **Supported iPads** - iPad 6th, 7th, 8th, 9th or 10th Gen 32G+ / iPad Pro 32GB+

*32GB iPads are fine for school use, however will have a limited life span. We recommend 64GB+

*Students are **not** permitted to use iPads enabled with **3G or 4G data connections or SIM cards.**

ACCESSORIES

Parents/caregivers will need to also purchase:

- over the ear **headphones**
- **a protective case**
- screen protectors are also recommended

Apple Pens and Keyboards are optional, but not essential.

A stylus pencil is preferred for students in Year 5 and 6. There are several available online for under \$20 such as the Targus stylus and J. Burrows slim stylus, both available from Officeworks.

STUDENTS WITHOUT A BYO IPAD

Students who are unable to provide a BYO iPad for use at school will have shared access to a limited supply of school owned iPads. These iPads will remain at school. Students are required to complete an iPad agreement form to access these devices. Please note that this is not a 1:1 solution as these iPads will be shared amongst a year level.

CARE OF IPADS

BSS IPAD ROUTINE

Before students bring their iPad to school at the start of the school year, students will be taught / reminded of the school's iPad routine.

- iPads are transported to and from school in school bags
- iPad use before or after school is **not** permitted
- iPads are locked in the classroom during play breaks and not permitted in the playground
- Students are required to use two hands when carrying their iPad
- Students must have their name or a photo of themselves on the screen to help with easy identification
- Students must have a passcode for their iPad
- Students are not permitted to touch or use another students iPad
- Students will only use iPads when directed to by a teacher/staff member
- Responsible iPad use will be managed in accordance with the BSS Student Code of Conduct

INSURANCE

All devices are monitored by teachers at school and rules are in place to prevent foreseeable problems and damage; however, from time to time, accidents may occur. Parents/carers are encouraged to provide personal insurance for their devices. Check with your preferred insurance company about personal insurance. You may want to investigate an extended Apple Care+. Please note that the school does not provide insurance coverage for student-owned devices.

REPAIRS

Birkdale State School is in no way responsible for any repairs to student-owned iPads.

BATTERY MAINTENANCE

To get the most out of the battery life of iPads, we suggest that you:

- Reduce the screen brightness to a comfortable level and set screen brightness to auto
- Swipe out of apps at the end of every task
- Power off and shut down the iPad at the end of each school day

TECH SUPPORT

We have limited access to technical support at Birkdale SS and will endeavour to troubleshoot any technical issues related to connectivity and school based technical issues onsite. If a solution cannot be found with school staff, parents/carers are required to fix the problem themselves or take the iPad to an Apple store.

PASSCODE

All student-owned iPads are required to have a passcode as this helps keep them safe whilst at school.

WALLPAPER

Students are required to have wallpaper that helps make their iPad identifiable to the owner such as a photo or name of the student.

RESTRICTIONS

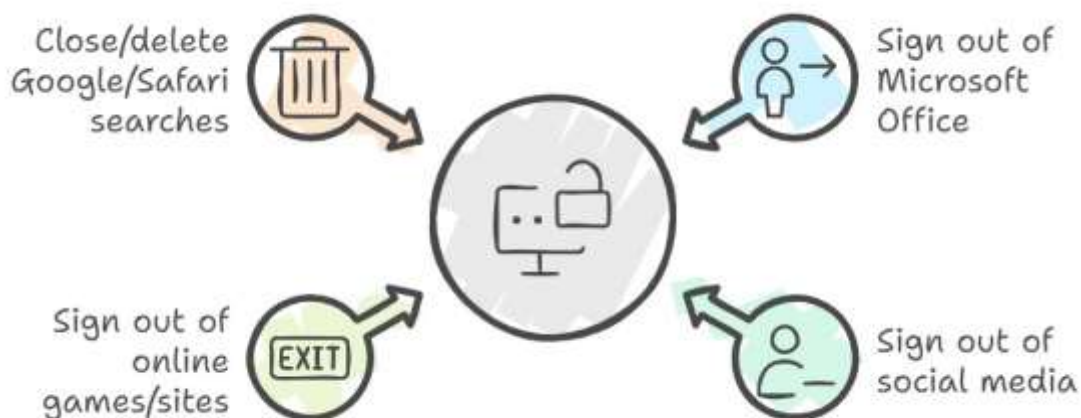
Please ensure that you:

- Do not message your child during school time as this is a distraction for both the student and class as a whole. Messages can be relayed via the school office. Students will use 'Focus' which will be automatically set to school hours and prevent messages from coming through during learning time.
- Do not install apps that are not suitable for students under 13 e.g., Facebook, Snap Chat, Instagram, Tik Tok. *Children who lie about their age to access these networks can be vulnerable to contact from predators. IT IS STRONGLY REQUESTED THAT STUDENTS DO NOT HAVE ACCESS TO SOCIAL MEDIA APPS UNDER THE AGE OF 13. THERE IS A ZERO TOLERANCE APPROACH TO THESE APPS BEING USED AT SCHOOL. ANY USE OF SOCIAL MEDIA ON SCHOOL PROPERTY WILL RESULT IN A SERIOUS BREACH OF THE IPAD AGREEMENT/STUDENT CODE OF CONDUCT.*

SHARING iPADS WITH A PARENT/ OTHER FAMILY MEMBER

Parents/carers who share their iPad with their child need to:

- Sign out of ALL Microsoft office apps that have been installed on the device at the start of every day. This prevents your child from being able to access your emails during school time and your child receiving email notifications for your email whilst at school
- Sign out of and close all social media apps daily. This prevents your child from being able to access your social media account/s.
- Sign out of and close any online games / sites.
- Close and delete any google / safari searches daily. This prevents your child from being able to access your search history and potentially view inappropriate or unnecessary content. Having these running in the background can cause issues with our network connections and prevent students from being able to use apps and devices correctly.



SETTING UP YOUR IPAD





APPS









The app list will be updated every year to reflect the apps our staff use for teaching and learning. This list will be sent out to families at the end of every year to assist you to get your child's iPad ready for the new school year. We are committed to ensuring that we do not have an extensive list of apps that require purchasing. Our school resource scheme (SRS) also covers the cost of three subscription sites: Reading Eggs for students in P-6 which is accessed via the Reading Eggs app, Decodable Readers Australia for students in P-6 and Maths Online for students in Years 3-6 which are both accessed via safari or an internet browser (not via an app).

PLEASE NOTE - THIS IS NOT THE FULL APP LIST FOR 2025

The information below is not an exhaustive list of all the apps on our app list, but details the main apps that are used regularly. All other apps not listed here will be FREE apps. Pricing correct as of 1 October 2024.

NAME OF APP	DESCRIPTION	APP ICON
SITES/APPS INCLUDED IN THE STUDENT RESOURCE SCHEME (SRS)		
Reading Eggs included in the SRS	ABC Reading Eggs makes learning to read interesting and engaging for kids, with great online reading games and activities. Children love the games, songs, golden eggs and other rewards which, along with feeling proud of their reading, really motivate children to keep exploring and learning.	
Maths Online included in the SRS	Maths Online allows students to review concepts taught in class and practice until they understand. For more information, please refer to the FAQ section.	<i>No app</i> – accessed via web browser
Decodable Readers Australia included in the SRS	Decodable Readers Australia are a series of learn to read books, designed to match a child's developing knowledge of phonics.	<i>No app</i> – accessed via web browser
APPS THAT REQUIRE PURCHASING		
Targeting Maths \$9.99 from the Apple app store <i>1 app per year</i>	Targeting Maths is an app that is fun and engaging and allows students to practice basic maths facts - like times tables. For more information, please refer to the FAQ section. As there is an app for Year 3, Year 4, Year 5 and Year 6, this app will need to be purchased every year.	
Book Creator \$5.99 from the Apple app store	Book Creator is a digital tool that enables students to create and read multimodal digital books. It is an ideal tool for enhancing student engagement through story creation and multimedia design. This app only requires a one-off purchase.	

FREE APPS		
Microsoft Outlook	The department provides all Queensland state school staff and students with an Education Queensland email account hosted in Microsoft Office 365. All emails sent to and from Queensland state school students are scanned by Microsoft's automated systems to identify viruses, phishing scams, spam and other malicious materials.	
Microsoft One Drive	OneDrive provides a safe place on the internet where school-related files can be securely stored, shared and synced. Students can access their files from school and home. The application offers access to 5TB of storage.	
Microsoft Word, PowerPoint and Excel	All Queensland state school teaching staff and students can download multiple free copies of the latest Microsoft Office to their personal home computers and mobile devices. Students will be shown how to access this at the beginning of each school year. <i>If your BYOD device already has a Microsoft app that is being used by a parent or sibling, they will need to sign out daily to ensure students can use these apps at school.</i>	
Epic	Epic is the world's largest digital library for kids! The fun, kid-safe, interactive reading app fuels curiosity and reading confidence by letting kids freely explore their interests with instant access to 40,000+ books, audiobooks, learning videos and more. Epic is the perfect way to explore digital texts – an essential component of the Australian Curriculum.	
Key Note	Key Note is an Apple app that is very similar to PowerPoint. Students can create amazing multimodal presentations that include effects, charts and photos. Key Note is used in a variety of ways in the classroom, and is a perfect tool for digital presentations.	
Pages	Pages is an Apple app that lets you make documents. You can draw, annotate, add images, tables and other designs. Pages is a tool that can be used in a variety of ways in the classroom, including taking notes and presenting work.	
Clips	Clips is a video editing app from Apple that is very easy to use and allows students to create and edit their own videos. Clips is used to make multimodal presentations and to present class work.	

<p>Numbers</p>	<p>Numbers is an Apple app that allows you to make spreadsheets, tables, charts and graphs. It is very easy to use and an app that is used extensively in Mathematics for data representation and visualisation.</p>	
<p>Microsoft Teams</p>	<p>Microsoft Teams is provided by the Department for schools to make it easy for teachers to set up virtual classrooms, keep assignments organised, and collaborate on Word, Excel, and PowerPoint files in real-time. The 'Chat' function is disabled for all students and teachers in Queensland schools. Teams is set up for schools by the EQ IT department. <i>Students use their EQ email address to sign in.</i></p>	
<p>Hopscotch</p>	<p>Hopscotch is a visual programming language developed by Hopscotch Technologies, designed to allow young or beginner programmers to develop simple projects. Its simple user interface allows its users to drag and drop blocks to create scripts that can be played when activated. <i>For ease of use, students will log in using a generic log in only.</i></p>	
<p>Micro: Bit</p>	<p>The BBC micro: bit is an award-winning programmable device that allows students to get hands-on with coding and digital making. We use Micro: Bits in our Digital Technology lessons in Years 4-6. The app allows the iPad to connect via Bluetooth to the micro: bit device. Students do not need to log in or sign in to use this app.</p>	
<p>Dash Blockly</p>	<p>Blockly is a visual drag-and-drop programming tool that allows children to snap together commands like puzzle pieces. Students can take on coding challenges and invent their own creations by using Blockly to control our school owned Dash robots.</p>	
<p>Maths Learning Centre Apps</p>	<p>These range of free apps are virtual manipulative materials students can use to assist in understanding maths concepts. There are a wide range of useful apps. The full range of apps and more information can be found here: https://www.mathlearningcenter.org/apps</p>	
<p>10 minutes a day times tables</p>	<p>Race against the clock with your maths skills! Young learners excel in short bursts, so DK's 10 Minutes a Day Times Tables app is the perfect introduction to maths for children. Times tables games take a short amount of time - maximum fun for maximum effect.</p>	
<p>Word Hippo</p>	<p>Word Hippo is a thesaurus that has a comprehensive range of synonyms and antonyms under an extensive range of contexts that may be used for a given word or phrase.</p>	
<p><i>Please note, app icons and prices are subject to change. These icons and prices were correct at the time of printing. (01/10/24)</i></p>		

IPAD RESPONSIBILITIES

SCHOOL RESPONSIBILITIES

Birkdale State School is responsible for:

- Ongoing technical and logistical support for DoE networking/connection issues.
- Effective school wide routines for the responsible and safe use of iPads.
- Maintaining ongoing communication with parents/carers regarding iPad education.
- Upholding the rules of iPad use and following up on any breaches to the iPad agreement.
- Providing cyber safety education for all students, in conjunction with parents/carers.
- Teacher professional development on how to best utilise the iPad for teaching and learning.

STUDENT RESPONSIBILITIES

The students is responsible for:

- Taking care of their iPad in accordance with the school guidelines and policies.
- Adhering to the BYOD iPad agreement and school rules for handling, securing and using iPads.
- Ensuring the iPad is charged every night.
- Ensuring the iPad and headphones come to school each day, fully charged.
- Careful handling and movement with the iPad, especially when transporting to and from home.
- Using the iPad in accordance with the school's iPad agreement and school's code of conduct.

PARENT/CARER RESPONSIBILITIES

Parents/carers are responsible for:

- Ensuring all equipment is purchased and maintained – **this includes ensuring all apps on the app list are installed and work, headphones are in working order and are fully charged every day and OS is regularly updated.**
- Ensuring student iPads are backed up on a regular basis to iCloud. You can do this manually or turn on iCloud backup to automatically keep your child's device backed up.
- Monitoring content on iPads to ensure it is appropriate for school.
- Monitoring appropriate use of apps or websites.
- Ensuring explicit content and internet search links are not brought in on devices from home or shared with other students.
- Ensuring all Microsoft, gaming and social media accounts are signed out of before EVERY school day if the iPad is shared with another family member (parent or sibling)
- Monitoring appropriate use of social media and appropriate communication. ***Students under 13 should not have access to social media.**

For advice relating to students use of social media, please refer to:

The eSafety Commissioner:

Are they old enough? How to navigate key online milestones for your child. <https://www.esafety.gov.au/parents/issues-and-advice/are-they-old-enough>
eSafety Guide <https://www.esafety.gov.au/key-topics/esafety-guide>

IPAD MISUSE - BREACH OF IPAD AGREEMENT

iPad rules and expectations will be explicitly taught at the beginning of each year, and a reminder lesson will be given at the start of each term and when deemed necessary by teachers. The rules and expectations will be consistent from class to class. From 2025, iPad usage and cyber safety will also be reflected in our PBL behaviour matrix.

Breaches of the iPad agreement will be taken seriously. Consequences are listed below.

MINOR BREACH	
Misuse of device	Consequence
1 st minor breach of iPad agreement	<ul style="list-style-type: none"> • Teacher / student discussion • No device use for the rest of the day
2 nd minor breach of iPad agreement	<ul style="list-style-type: none"> • Teacher / student discussion • Parent/carer contacted by teacher • No device period until the following week
Continuing minor breaches of iPad agreement	<ul style="list-style-type: none"> • Deputy Principal / student discussion • Parent/carer meeting • No device period to be determined by DP/P

Examples of minor breach:

- not closing apps when asked to by a teacher (more than once/repeatedly)
- repeatedly forgetting to bring or charge iPad or headphones
- not taking appropriate care of the iPad (no damage /accidental damage has occurred)
- not following instructions / directions related to iPad use (more than once/repeatedly)

MAJOR BREACH	
Misuse of device	Consequence
major breach of iPad agreement	<ul style="list-style-type: none"> • Incident referred to the Deputy Principal/ Principal • Parent/carer contacted by class teacher/DP/P • Consequence determined by the Deputy Principal/ Principal in line with the Student Code of Conduct

Examples of major breach:

- sending mean or inappropriate messages
- taking photos of staff or students without permission
- not taking care of an iPad (deliberate damage has occurred)
- accessing social media
- accessing other people's accounts / iPads

FREQUENTLY ASKED QUESTIONS

Can we use a tablet instead of an iPad?

Unfortunately not. Using only one brand of device (i.e. Apple) allows us to streamline our technical support and gives staff more confidence to troubleshoot the occasional glitch. It also allows teachers to plan and teach all students at once using one set of apps, rather than spending time planning different lessons for students using different devices and different apps.

Can my child bring an iPad Mini to school?

No, the iPad Mini is not allowed as the screen size is too small to be a productive tool for learning. See the minimum requirements (above) for further information.

Can my child bring an iPad Pro to school?

Yes, however, an iPad Pro is not necessary and quite a bit more expensive than a standard iPad. If parents/carers prefer to purchase an iPad Pro, then that is up to them. A standard iPad is more than enough for educational purposes at our school.

Why can't we use older models of iPads?

If your iPad cannot update to the latest iOS update, then it is unable to be used at school. These models don't have enough internal RAM to run the new and improved technology of later updates like iOS 18 and do not allow many features/functions that students and teachers use every day.

Will my child's iPad be shared?

No, your child's iPad is for their personal use only.

What if my child's iPad goes flat during the day?

It will be put away safely and the student will be given an alternative activity / a pen and paper version of the same activity. If a school owned device is available, it can be used if this is a one-off, however, if students repeatedly forget to charge their iPad, they will not be able to access school owned devices as this is a breach of the iPad agreement. *Please note that students are not permitted to charge their devices at school under work place health and safety legislation.*

Will my child be disadvantaged by not having an iPad?

No. Your child will still have access to the curriculum via different mediums. BYOD iPads will enhance and extend students learning and be responsive to student needs. The iPad program is completely voluntary. Students who do not have their own device will have some access to school iPads however this may not be 1:1. Each learning area has a small bank of school iPads that can be rotated between students. These devices are not permitted to leave the school.

My child already spends too much time on screens. Won't this create more of a screen addiction?

Addiction to technology tends to be about specific programs and/or games. The responsible use of devices for learning and teaching is a vital part of using any technology in schools – this will become more important as our students continue to live in a world increasingly impacted by digital capabilities and online behaviours. iPads can be harnessed in the classroom to extend and enhance learning in a productive and appropriate way, and learning about responsible use of technology is a required life-long skill in the modern world.

What about Internet safety? What does the school do about cyber safety?

The Department of Education maintains strict filters on all school networks across the state. All teachers closely supervise all computer and iPad usage in the classroom and guide students as to where they can go on the Internet. Class teachers and technology teachers implement the school's cyber safety program in all year levels. Part of this program teaches students what to do if they feel unsafe on the Internet and also pays specific attention to the sharing of personal information online. All usage through our Managed Operating Environment (MOE) is tracked and traced in the event of misconduct. Please refer to p.6 of this booklet for more information.

Can my child use ear buds?

Yes, if they would prefer to, however, as they are easier to lose, we suggest that students in Y3 and 4 only use over-ear headphones. If your child would prefer ear buds, we suggest providing a sturdy case so they do not get lost.

Why is it suggested that we buy a stylus for students in Y5&6?

There are multiple reasons we suggest a stylus (**for students in Year 5 and 6 only**) These are:

- Improved precision - when children use their finger to interact with the screen, it can be difficult to be precise with their touch. This can be especially frustrating when trying to complete tasks that require a high level of accuracy, like drawing annotated diagrams etc.
- Less finger print smudging - if students use their iPad for long periods of time, it can be easy for fingerprints to build up on the screen.
- Increased comfort - a stylus pen is much smaller and lighter than a finger, so it puts less strain on your child's hand and arm.

What happens if my child's iPad is damaged at school?

Assuming your child has informed their teacher, the teacher will get in touch via email advising what has occurred and advising of any damage. Birkdale State School does not take any responsibility for damage caused to student-owned iPads; however, we do have many that routines in place to ensure the safe care of iPads. Please refer to the information in this guide about insurance.

What if my child's iPad is stolen at school?

We have had iPads at BSS since 2015 and have not had an incident of device theft in our school. Whilst we cannot guarantee that this will never happen, we take many precautions to ensure that opportunities for theft are minimised. This includes ensuring that iPads remain in classrooms during breaktimes and assembly and that classrooms are locked. Should an iPad be stolen whilst at school, the Principal will inform the Queensland Police Service as this is a serious criminal matter.

Why do we need both Maths Online AND the Targeting Maths app?

Whilst these are both designed to support students understanding of Mathematics, they are very different and offer different learning experiences for our students.

Maths Online supports our students to develop confidence with maths as it contains lessons that are concise and logical, making them easy to understand and retain. In class, you cannot stop and rewind the teacher when you lose your way. Using the unique Maths Online teaching method, students can re-learn and catch up with any maths lesson they may be struggling with in school. Maths Online guides students through maths, lesson by lesson, allowing them to pause, rewind and repeat all or part of any lesson until they fully understand it. Teachers at Birkdale State School use Maths Online to set homework for students where they can go over concepts taught in class that week and practice until they fully grasp what to do. Maths Online also allows teachers to set diagnostic assessments for students, so they can see what students know about a concept before teaching it, and can therefore adapt their lessons to suit student's needs. You can read more about Maths Online here:

<https://www.mathsonline.com.au/how-it-works>

Targeting Maths is an app that parents purchase each year as there is a different app for Year 3, Year 4, Year 5 and Year 6. The app is an engaging and fun way to learn Mathematics – our students LOVE this app! Students can consolidate their maths skills whilst playing a range of educational games, compete in timed tests to improve their speed and recall of maths skills and complete multi-player activities with their peers. You can find out more about the Targeting Maths apps here: <https://pascalpress.com.au/targeting-maths-apps/>

Will students still be taught handwriting?

Yes. As part of the revised Version 9 of the Australian Curriculum: English, handwriting is taught and assessed from Prep – Year 4. During these years of schooling, it is expected that students will use handwriting, as well as keyboarding skills with increasing speed, accuracy and fluency, to compose and edit texts. The curriculum describes how a student will develop a fluent, legible handwriting style, beginning with unjoined letters and transitioning to joined handwriting in Year 3.

2025 iPad AGREEMENT

Students should read through this agreement with their parents or carers to ensure both parties have a clear understanding of the expectations and requirements for iPad usage and connecting to the schools network. In this agreement, the words 'iPad' refer to both a school-owned or BYOD device. This agreement will need to be signed at the start of each academic year.

When I use an iPad, or connect to the schools network, I will be RESPONSIBLE

- I understand that the iPad will only be used for learning purposes, as directed by my teacher or other staff.
- I will only use the iPad in accordance with my teachers/staff directions.
- I will only use the approved school apps and store these in a folder marked 'school'.
- All other apps will be stored in a folder marked 'home'.
- I will not open or use any 'home apps' whilst at school.
- I will bring my iPad and headphones to school every day with a fully charged battery.
- I will close all apps and Safari tabs before coming to school, every day.
- I will schedule 'focus' to turn on every day automatically to silence all notifications.
- I will only use the internet to search topic/s related to my learning at school.
- I will not share links, searches or attachments without a teacher's permission or instruction.
- I will never use a device to communicate with other students or people outside of the school during school hours, unless directed to by a teacher – this includes my parents/carers.
- I will keep my iPad in the classroom at all break times unless directed otherwise by my teacher/staff.
- I will keep my iPad in my school bag before and after school.
- I will have an image of myself or my name on the lock screen so my iPad can be identified quickly.
- I will take responsibility for any damage or malfunction to my iPad and damage I cause to others, and will have the iPad repaired as quickly as possible. If using a school-owned device, I will report any damage or malfunction to a staff member as quickly as possible.
- I will immediately report any breakages or accidents to my parents/carers and teachers.
- I will ensure that I regularly update my iPad to the latest iOS software and back up the iPad regularly.
- If sharing an iPad with an adult/parent or older sibling, I will ensure that all social media accounts, gaming and Microsoft accounts are signed out of every day before coming to school.

When I use an iPad, or connect to the schools network, I will be RESPECTFUL

- I will not touch or use other people's iPads.
- I will stop using the iPad when a teacher or staff member tells me to.
- I will respect others when I am online and will never write or participate in inappropriate online communication at home or at school. I understand that this would be a breach of the Student Code of Conduct.
- I will not use the internet to bully, annoy or offend anyone. I understand that this would be a breach of the Student Code of Conduct.
- I will not take photos, videos or voice recordings of any student, myself or a staff member without a teachers permission AND the permission of the people/person being photographed, recorded and/or filmed. I understand that this would be a breach of the Student Code of Conduct.
- I will not upload photos from school to any internet site, or distribute them in any way. I understand that this would be a breach of the Student Code of Conduct.

When I use an iPad, or connect to the schools network, I will be **SAFE**

- I will keep the iPad away from food and drink at all times.
- I will use a protective case that has a transparent front screen cover and a sturdy backing on my own iPad.
- I will hold the iPad with two hands when carrying it and will walk with it at all times.
- I will be responsible for my passwords and not share them with others.
- I will keep my passcode private and provide it to my teacher/s when needed.
- In the Classroom app, I will select ALWAYS ALLOW for my teacher to access “Lock Apps and Devices/ AirPlay and View Screen”.
- I will not access other people’s online accounts. I understand that this would be a breach of the Student Code of Conduct.
- I will not look for anything that is illegal, dangerous or offensive.
- If I find any information that is inappropriate or makes me feel uncomfortable I will immediately and quietly tell a teacher about it.
- I will only set up my DoE email (Outlook) on my iPad.
- I will never access the internet through 3G or 4G, hotspots, or independent network connections outside of the school’s network whilst on the school grounds.
- I will never use non-departmental cloud-based storage devices (e.g. iCloud, Drop Box) to store, send, access or share information.
- I will make sure that the information I find online is trustworthy, think carefully about what I see and hear, and be careful of scams and tricks like clickbait.
- I will not reveal personal information including names, addresses, phone numbers, school names or photographs of myself or anyone else when online.
- I will not install 13+ apps or content on the iPad (Facebook, Messenger, Snapchat, Instagram, TikTok, Discord, Capcut, Twitch or any other apps/sites that require users to be over 13 years). I understand that this would be a breach of the Student Code of Conduct.

As a parent/carer of a student using a personally owned iPad, I agree to:

- Purchase and install **ALL** required apps on the app list and store them in a folder marked ‘**school**’.
- Ensure all other apps are stored in a folder marked ‘**home**’.
- Ensure the iPads are regularly updated to the latest iOS and apps are reinstalled if required.
- Monitor appropriate communication.
- Monitor appropriate use of apps or programs.
- **Not** install 13+ apps on the iPad for my child to use (Facebook, Messenger, Snapchat, Instagram, TikTok, Discord, Capcut, Twitch or any other apps/sites that require users to be over 13 years). I understand that this would be a breach of the Student Code of Conduct.
- If the iPad is to be shared with a parent/carer/sibling, ensure that all social media accounts, gaming and Microsoft accounts are signed out of every day before coming to school.
- Ensure explicit content and inappropriate internet search links are not brought in on devices from home or shared with other students.
- Communicate with the class teacher any concerns or misuse of the device by my child, or by another child at this school.
- Communicate with the class teacher the actions I have taken to deal with misuse and support the school actions as outlined below (overleaf).

MINOR BREACH	
Misuse of device	Consequence
1 st minor breach of iPad agreement	<ul style="list-style-type: none"> • Teacher / student discussion • No device use for the rest of the day
2 nd minor breach of iPad agreement	<ul style="list-style-type: none"> • Teacher / student discussion • Parent/carer contacted by teacher • No device period for a week
Continuing minor breaches of iPad agreement	<ul style="list-style-type: none"> • Deputy Principal / student discussion • Parent/carer meeting • No device period to be determined by DP/P

Examples of minor breach:

- not closing apps when asked to by a teacher (more than once/repeatedly)
- repeatedly forgetting to bring or charge iPad or headphones
- not taking appropriate care of the iPad (no damage /accidental damage has occurred)
- not following instructions / directions related to iPad use (more than once/repeatedly)

MAJOR BREACH	
Misuse of device	Consequence
Major breach of iPad agreement	<ul style="list-style-type: none"> • Incident referred to the Deputy Principal/ Principal • Parent/carer contacted by class teacher/DP/P • Consequence determined by the Deputy Principal/ Principal in line with the Student Code of Conduct

Examples of major breach:

- sending mean or inappropriate messages
- taking photos of staff or students without permission
- not taking care of an iPad (deliberate damage has occurred)
- accessing social media
- accessing other people's accounts / iPads

I understand that if I do not meet these conditions, I may lose permission to use an iPad in class.

Student Name	Class
Student Signature	Date

Parent/Carer Name	
Parent/Carer Signature	Date