



# Upper Mount Gravatt State School

Independent Public School / Shaping Success Together



## BYOD iPad

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### Acceptable Use Policy – BYOD iPad 2024

This document defines the Acceptable Use Policy for student use of iPads at Upper Mount Gravatt State School. Its main purpose is to encourage the acceptable and responsible use of the facilities available to students through the provision of clear usage guidelines.

The BYOD iPad initiative is designed to help students keep up with the demands of the 21st century. Helping students become responsible digital citizens will enhance not only what we do in the classroom, but also give students skills and experiences that will prepare them for their future studies and career.

#### Responsible use and behaviour by a student

It is expected that students will use their own iPads, school computers and network infrastructure for:

- assigned class work and assignments set by teachers;
- developing appropriate literacy, communication and information skills;
- authoring text, artwork, audio and visual material for publication on the Intranet or Internet for educational purposes as supervised and approved by the school;
- conducting general research for school activities and projects;
- communicating or collaborating with other students, teachers, parents or experts in relation to school work;
- accessing online references such as dictionaries, encyclopedias, etc;
- researching and learning through the Department's E-Learning environment.

#### Unacceptable use and behaviour by a student

It is unacceptable for students to:

- use Digital Technology resources in an unlawful manner;
- download, distribute or publish offensive messages or pictures;
- cyberbully, insult, harass or attack others or use obscene or abusive language;
- deliberately waste printing and Internet resources;
- damage any iPads, printers or the network equipment;
- commit plagiarism or violate copyright laws; (e.g. use of illegally downloaded games and music, and illegal sharing of games and music);
- use unsupervised Internet chat;
- send chain letters or spam e-mail (junk mail);
- access 3G/4G networks on school premises (disable this feature prior to coming to school);
- knowingly download viruses or any other programs capable of breaching the Department's networks security;
- handle and use another student's iPad without teacher authorisation.

**In addition to this Upper Mount Gravatt State School states that:**

- Students and their parents/guardians are responsible for the security, maintenance and integrity of their iPad and network accounts. Students and their parents/guardians are required to register their iPad with Upper Mount State School prior to connecting to the school network and use their MIS details (eg: jsmit23) to protect their account. Under no circumstances should passwords be divulged to anyone within the school. If students have any reason to suspect that their account security may have been compromised or tampered with, it should be reported immediately to their teacher.
- Accidental damage to an iPad is the owner's responsibility. Students and their parents/guardians will be held responsible for the willful and deliberate misuse or inappropriate behaviour resulting in damage to another student's iPad. In the event of a dispute regarding the cause of damage to an iPad, the Principal will be the arbitrator.
- Information dispatched from the school network is a reflection on how the global community perceives the school. All students are encouraged to show that they are positive ambassadors for Upper Mount Gravatt State School. No obscene, inflammatory, racist, discriminatory or derogatory language should be used in electronic mail or any other form of network communication.
- Students using the network must not at any time attempt to access other computer networks, accounts or unauthorised drives or files or other student's iPads without their permission and without them present.
- Students must not record, photograph or film any students or school personnel without the express permission of the supervising teacher. Identifying images, audio content and personal information must not leave the school (this information may be saved on the school server only).
- Students must get teacher permission before copying files from another student. Copying files belonging to another student without express permission may constitute plagiarism and/or theft.
- Students will not copy software, information, graphics, or other data files that may violate copyright laws without warning and be subject to prosecution from agencies to enforce such copyrights.
- The school will educate students regarding cyber bullying, privacy considerations, safe Internet and email practices and health and safety regarding the physical use of iPads. Students have a responsibility to behave in line with these safe practices.
- iPads must have a protective case and screen protector on at all times. They must be clearly identified (e.g. engraved or labeled for security) with the student name.