



# BYOD PARENT HANDBOOK

Years 3 -6

2023/ 2024

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# Rationale

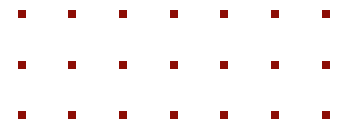
Aveley Primary School is continuing the implementation of a 1:1 BYOD (Bring Your Own Device) Program and in 2024 students in Year 3, 4, 5 and 6 classrooms will continue to be involved. Students at Aveley Primary School currently have access to Apple iPads, as well as desktop computers and Chromebooks. Our reason for integrating a 1:1 BYOD Program is a vision to enhance learning through the use of readily available technology, allowing access to devices and catering for flexible learning opportunities.



In developing this program, we strive to see an improved connection with home environments, readily available access to content for students to and for flexible learning opportunities. This document provides you with thorough information regarding purchasing options and recommendations, as well as answers to questions you may have regarding the program. In addition to this information, we will provide opportunities as the 2024 year rolls out for parents to observe the implementation of the program, give feedback and ask questions.

As of 2024, Aveley Primary School will become a BYO iPad school. Students new to the program in 2024 will be required to provide an Apple iPad as their BYO device. Students currently involved in the program (students in Y4 and Y5 2023) are permitted to continue to use their current device.

# Device Requirements



To ensure compatibility with the school systems and classroom needs we recommend the following device with the minimum technical specifications:

- Camera
- Microphone
- Internet connectivity (dual band 5 GHz capability)
- Ability to access Apple apps
- Minimum screen size 7.9" x 9.7" (size of iPad Mini)

You can visit this website to compare iPad Models:  
<http://www.apple.com/au/ipad/compare/>

## Required accessories:

- Protective casing
- Headphones
- Stylus/ Apple pen (optional)



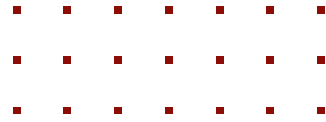
## +Apple Care

Apple Care can be purchased for a small additional cost and provides a warranty. More information can be found here:  
<http://www.apple.com/au/support/products/>

## Insurance

Insurance is an important consideration for the device your child brings to school. You can discuss insurance cover for the device with your home and content provider and adding this item to your existing cover. Please clearly identify your child's name on the device and all accessories.

# Purchasing



Aveley Primary School has partnered with JB HiFi to provide support in purchasing iPads to the parent community. Parents are not required to purchase their devices from JB HiFi, but doing so does offer the following benefits:

- discounted education pricing;
- optional two years AppleCare+ extended warranty;
- optional two years of insurance;
- service and insurance support;
- shipping to your home address.



JB Hi-Fi Education's Bring Your Own Device (BYOD) program is the easy way to purchase education-specific laptops, tablets and accessories that are compatible with your child's school and designed for the rigours of student life.

Education pricing means great value. Extended warranty and insurance options facilitate consistency of learning, whether at home or in the classroom.

Follow the step-by-step instructions below to order today.



**Enhanced performance and connectivity**



**Dedicated online portal**



**Education-specific products at commercial pricing**



**Extended warranty and insurance options**



**Robust devices suited to the rigours of student life**



**Home delivery, JB Hi-Fi store or school pick up**



**Finance options**



**A wide range of accessories**

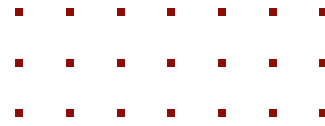
## How to order

1. Go to [jbeducation.com.au/byod](https://jbeducation.com.au/byod)
2. Enter your school code **Aveleybyod2024**
3. Once logged in, select the relevant student program.
4. Select home delivery or your preferred JB Hi-Fi store for pick up.
5. Follow the prompts to choose your device and accessories, as well as extended warranty and insurance options
6. Enter your personal details.
7. Select a payment method and complete your order.
8. If you have any questions, please contact us at [jbeducation.com.au/byod](https://jbeducation.com.au/byod) or call **1300 730 548**.



qrco.de/JBBYOD

# Set up

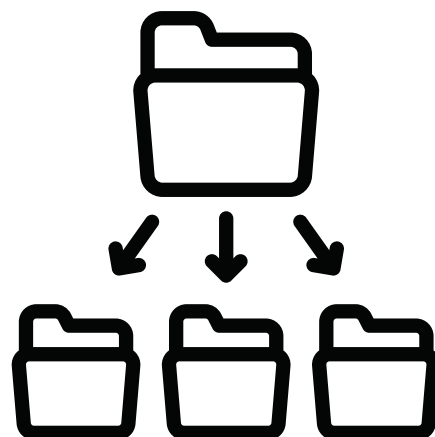


As soon as you turn your iPad on the instructions will take you through the process of setup. The key things it will ask for is WiFi and your iTunes account. WiFi is required if you want to access the internet from your home wireless system and the iTunes account transfers apps you have purchased onto the iPad. The next step is to set up your Home screen. The apps the school has requested need to go on the first screen with all others moving to subsequent screens. This can be done either manually on your iPad or in your iTunes account. This supports staff to ensure students are using the appropriate apps.

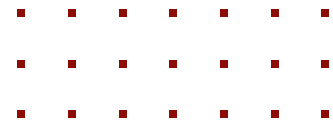
## App and File Organisation



To create folders, hold your finger down on the app and 'drag' it into another app. Automatically, it will establish a folder for you. Please separate apps you use at home from those dedicated to school. We recommend establishing a 'school' page, with folders relating to the needs at school and establishing a 'home' page which has the apps your child uses at home.



# Set up continued

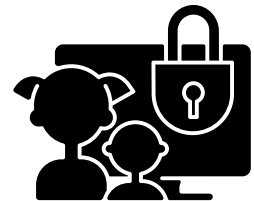


## Parental Controls

You can create restrictions and enable parental controls and restrictions. You can do so by following these step by step instructions through Apple support: <https://support.apple.com/en-au/HT201304>



← Parental controls, E Safety Commissioner



## Set up 'Find my iPad'

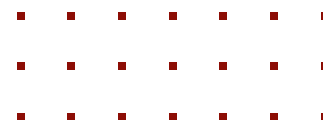


'Find my iPad' enables location services to track the iPad, so that if the device is stolen it can be traced by using any other device connected to the internet. To enable this on the iPad:

1. Select the 'Settings' app.
2. Select the 'iCloud' tab in the left hand column. You may need to enter your Apple ID.
3. Select the button that is to the right of 'Find my iPad'.
4. You may be prompted to enable Location Services which you will need to do.



# Responsibility and Maintenance



## Daily home and school responsibility schedule

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- Charge iPad each evening to at least 90% for the following day
- Ensure frequent automatic or manual updates are completed for apps and device

## Daily classroom responsibilities

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- Students manage academic work in classroom workflow (storing work and submitting to Seesaw)
- Safe storage of the device in classrooms throughout the school day

## Ongoing maintenance and responsibility



### Storage - Organise, Back Up and Removal.

It is important to organise the iPad regularly to allow for updates and new work. For those who wish to keep certain photos, videos, documents etc here are a few options:

1. Backing up to iTunes on a computer or iCloud on the iPad  
<https://support.apple.com/en-au/HT2039772>



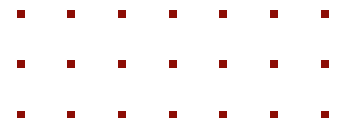
### Google Drive

Students will backup and submit their academic work regularly through their classroom workflow. However, it is also important to clear and remove any photos or documents that are unused and no longer needed in order to free up space.

<http://appinstructor.com/blog/how-to-back-up-your-ios-photos-to-google-drive>



# Responsibility and Maintenance



## Cleaning Your iPad

Maintain the iPad screens and covers by cleaning on a Termly basis.

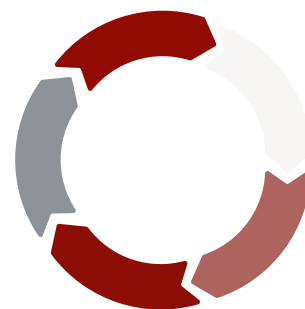
Read the following link to get more information:  
<http://www.wikihow.com/Clean-Your-iPad>

## Updating the Operating System and Apps

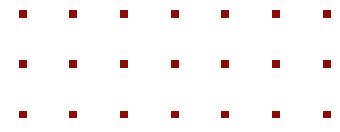
The little red bubble with '1' written in it sits on the top of your 'Settings' app, meaning that your current operating system requires an update. In regards to the apps, if your iPad isn't setup to automatically update them then you need to go to the app store on the iPad and see if updates are required. Please make sure everything is up to date.

## Addition of apps to iPad's

Apps are only to be added to iPad's at home and by a parent. Students are not permitted to add apps during school time themselves.

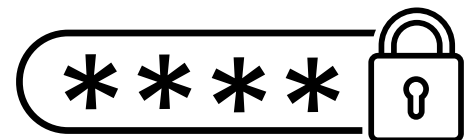


# Social Media and Privacy



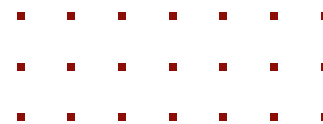
As per Department of Education (DoE) guidelines, Internet and Online Services provided to students will primarily be used for learning related activities and require informed parental consent, user agreements and appropriate management. DoE provides online services to students in public schools for learning related activities and strives to protect students from exposure to inappropriate online material and activities. Students engage in learning about ethical and safe use through online platforms. Lessons are consciously planned and implemented to enhance development of ICT skills and Digital Technologies understanding, in order to prepare them for an ever changing social, higher-education environment and future workforce. We encourage students and teachers to safely and ethically access the internet and email, use organisational tools and engage with resources to innovate and transform their teaching and learning.

## Privacy



Staff, parents/carers and the community need to encourage students to be aware of the risks associated with some online activities and how to adopt protective online behaviour to protect them from exposure to inappropriate online material or activities, suggestions being: - Keeping personal details private by using a nickname instead of a real name and always asking parents before giving out name, address or phone number online. - Keeping usernames and passwords private. Ensuring a pin code is added to iPad for access. Mindfully posting online and being positively constructive in response to others. Once posted, a message can be difficult to remove.

# Social Media and Privacy



## Social Media

The youngest age requirement for a social network is 13 years of age, some are even older. Most social media sites set minimum age requirements. This is primarily for safety reasons as young children don't understand the dangers of cyber predators, and because younger children have not yet developed the good judgement to know what's okay to post and what is not. They are also exposed to adult content which can be suggestive or inappropriate. Cyberbullying is emerging as a pretty devastating and destructive outcome for young children as well.

With all of the above in mind, we have made a decision to ban all social network/social media/ chat room-type apps from devices that will be used for learning at Aveley PS. We understand that some parents have used their parental discretion to allow their child to participate in social media at home, however at APS this will not be permitted. Devices that are brought to school for learning must not have the following apps:

**Facebook**  
**Instagram**  
**Snapchat**  
**TikTok**

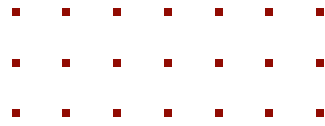
**WhatsApp**  
**Pinterest**  
**Music.ly**  
**Vine**

**We Chat**  
**Kik**  
**Reddit**



There are many more social networking sites, so we ask that you are aware of the sites students are accessing at home. Please understand that these measures are in place to protect the students at Aveley PS. If your child is in the Year 3-6 Bring Your Own Device Program please ensure that these apps are deleted from your child's device that they bring to school. If found on devices at school, we will exercise our right to report prohibited accounts. If you have concerns regarding your child's online safety, please access the Office of the Children's eSafety Commissioner at <https://www.esafety.gov.au/>

# Seesaw



As a school, we will be using Seesaw, a digital workflow solution, for managing student work on iPads. Seesaw has some excellent features to share what your child is doing at school accessible, through a private digital student portfolio and a class blog. The private student portfolio gives access to:



- Your own child's work through a free and easy to download parent app (available on both Android & Apple).
- Opportunity to engage in your child's school work by offering digital feedback.

You will be sent a private link to access your child's digital portfolio from the classroom teacher at the beginning of the school year.

In addition to a private student digital portfolio, Seesaw has a blog feature. This is especially helpful for:

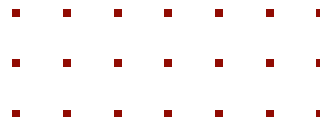
- Regular updates and notifications from teachers to the whole class of parents.
- Posting updates of events for the class.
- Creating a classroom culture and demonstrating learning that is occurring in the classroom.
- Given quick written feedback and input to the teacher.

In addition, all of the features above which text have an option to be translated, which allows multilingual families to interact and read updates.

More information about Seesaw can be found here:











# App list























Please download the following apps prior to bringing your device to school. To download apps visit the App Store and type in the app name.



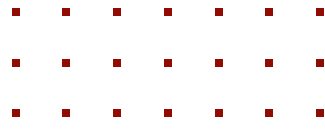
## Included apps with iPad purchase

			
iTunes U	iBooks	Pages	Numbers
			
Keynote	iMovie	Clips	GarageBand

## Required apps

			
Seesaw	Chrome	Stop Motion Studio	Shadow Puppet Edu
			
Google Drive	Google Sheets	Google Docs	Google Slides
			
Google Classroom	Chatterbox Kids	Minecraft Education	Pic Collage
			
Book Creator	Scratch Jnr	Hopscotch	Popplet
			
Mathletics Student	Kids Listen	Lego WeDo	CleverShare

# FAQ



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## **Which device will best meet our needs?**

Our BYOD team, through researching other schools, focusing on best practice and reflecting feedback from our school community, has identified the Apple iPad as the preferred device to support students learning.

## **Why that device?**

The iPad and apps, allow our staff to expose students to learning that balances creativity with critical thinking in the enhancement of classroom experiences. The school currently has additional Apple devices in classrooms which supplement the program and are connected to our system .

## **Will devices need to be insured and by whom?**

Yes, it is highly recommended that devices are insured. This will be the responsibility of the parents. Please consider that devices may simply be added to most home insurance policies and this should still cover them at school too. We suggest you discuss this with your insurance company directly.

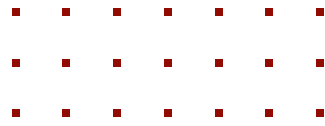
## **Do other schools have 1:1 Programs?**

Yes, an increasing number of primary schools are establishing one to one programs. We have researched schools who have successfully implemented programs and used their documentation to inform our own school planning.

## **Can parents choose to provide an alternate device?**

No. To maximise program effectiveness a common device is essential. This allows teachers to develop common language and procedures to best support learning.

# FAQ



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## **How will the internet be monitored?**

Direct internet access will be monitored by individual classroom teachers. To support this, protections are also in place via the Department of Education while connected to the school Wi-Fi. These protections restrict students from accessing inappropriate websites.

## **Will students still learn to read and write?**

Yes, reading and writing will still remain as the core foundations for learning. The introduction of devices simply provides more access to a range of resources to support this. It is important to note too, that devices will not be used for all learning.

## **How much time will students spend on an iPad each day?**

A research article by The University of Western Australia regarding screen time is available via:

<http://www.news.uwa.edu.au/201511048125/education-research/virtually-impossible>

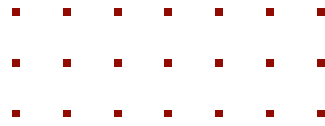


In respect to our 1:1 device program, students will have a fair distribution of activities in class time. Teachers will ensure planning includes breaks in lessons and active learning opportunities. Students will be taught about mindful usage of devices, which includes recognising balance and utilising varied digital and non-digital tools to demonstrate their learning.

## **How are devices kept secure whilst at school?**

Devices will be stored in a central location in the classroom when not in use. Classrooms will remain locked when unattended.

# FAQ



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## **What happens if parents cannot afford to buy an iPad for their child?**

In the event that parents are unable to supply a device, some school devices will be accessible to each class. It is important to note though, that while we will endeavour to meet the needs of every child we cannot guarantee one to one access at all times (students may have to share devices).

## **Who is responsible for maintaining devices?**

Apple devices need to be updated regularly. This will need to be managed by parents at home. Parents will be responsible for purchasing, downloading and updating all apps identified for school use. Maintenance of devices will also include charging.

## **What happens if a student is not using a device appropriately?**

All students must sign the responsible use agreement. If they are not meeting the requirements of this agreement their access to using their device and/or the school network may be restricted for a period of time.