



## iPads at Home -Acceptable Use Policy

Persons/body responsible for updating:	SLT
Date approved and by whom:	May 2024
Chair of Governors' signature	
Headteacher's signature	
Due for review:	May 2025

### Our School Vision

*At Western, we aim to develop kind, ambitious, curious, confident and successful young people who are excited about their futures.*

We are pleased to offer iPad access for all pupils in KS1 and KS2 at Western Primary. All children will be able to take an iPad home with them to support their learning.

### Vision and Values

Through outstanding teaching and learning, pupils will leave Western Primary School equipped with the skills and knowledge to enable them to become technologically capable young adults, including knowledge of how to keep safe online and learning computing skills which will equip them to participate at the highest level in a global, technological world.

### Equipment

After parents sign the user agreement, pupils will be provided with:

- 1)** An iPad
- 2)** A case
- 3)** A lightning cable and battery charger are available on request

### Travelling

iPads must always go in a suitable bag when travelling to and from school. If an iPad is left at home at the start of a school day, parents will be contacted and must return it to school as soon as possible. iPads must come into school fully charged each day.

### Home WiFi

iPads are a great learning tool with or without internet access. Connecting the iPad to your home Wi-Fi will allow pupils to access the internet and allow some additional features. Home use of iPads requires parental supervision and guidance. Children should not use iPads in a room without an adult. Care should be taken to follow guidelines about screen time, posture and safe internet use.

### Communicating

Pupils can use their iPads to communicate with teachers using apps approved by the school. All of these messages can and will be monitored. Pupils must not attempt to communicate with anyone using direct messages or any platform where messages can be password protected.

If an iPad is found unattended, it should be given to the nearest member of staff. The iPad is an instructional tool and must be treated as such. Pupils may not use the iPad for non-

academic purposes during school hours or at home without parental permission. iPads must not be used on the school premises before school, after school or at break/lunchtimes.

### Safety Checks

The iPads are the property of Western Primary School and will be subject to unannounced random content checks by members of staff. Search histories can not be wiped. iPads are digitally managed and restricted to protect pupils (in and out of school) and to ensure that they are utilised for educational purposes.

There are various restrictions in place on the iPad. If parents/carers notice that these restrictions are no longer in place, pupils must stop using the device and this should be reported to the school as soon as possible.

Under no circumstances should anyone deliberately try to circumvent the restrictions. iPads should never be exposed to proxy, VPN or jail break software. It is the responsibility of parents/carers to ensure that these rules are not broken and to report any issues immediately.

### Media

When at home, parents/carers will ensure that pupils follow copyright law. Use of any educational or recreational services that use media content such as BBC iPlayer, music streaming sites or image sharing sites must only be used with the supervision and permission of an adult.

### Servicing and Updates

Ipads remain the property of Western Primary School and must be returned when your child leaves the school. There may be times within the year where iPads must stay on the school premises for updates; where possible, we will give advance notice for this.

### Responsibilities

By signing this agreement, parents/carers are agreeing that iPads will:

- Be brought to school with a fully charged battery every day.
- Stay with the parent, guardian or pupil and not be loaned to others.
- Be kept securely and safely away from potential damage (liquids, food, extreme temperatures, younger siblings, pets etc.).
- Always remain in the school's purchased case.
- Only be cleaned with approved cleaning cloths and solutions.
- Be secured in a suitable bag when not in use.
- Be transported between home and school in an appropriate carrier.
- Be kept out of sight while walking home or using public transport.

- Be reported to the school if lost, stolen, or damaged.

By signing this agreement parents/carers are agreeing that they will not:

- Remove serial numbers or other identifiers
- Access inappropriate materials - all material on the iPad must be strictly academic.
- Use the iPad for illegal activities - the school's internet, learning accounts, IDs or devices must not be used for financial or commercial gain or for any illegal activity.
- Violate copyrights - pupils are allowed only to have music and apps on their iPads that have been provided by school. Use of the iPad must be in compliance with copyright laws.
- Use the camera to take inappropriate photographs or videos or to embarrass anyone in any way. Any use of the iPad in toilets or changing rooms, regardless of intent, will be treated as a serious violation. Use of the camera and microphone are strictly prohibited in school unless permission is granted by a teacher.
- Access other pupils' iPads or accounts.
- Use maliciousness or vandalism -there must not be any attempt to destroy hardware, software or data.
- Use the iPad on their journeys to and from school.

### E-Safety

Red Kite Learning Trust provides a high level of internet content filtering on our wireless network whilst in school. At home, it is the responsibility of the parents/carers to ensure that appropriate filters are in place and that children are safe online; **in this respect, the responsibility of the school ends at the end of a pupil's school day.** Information is available on the school website to help with this. In addition to the restrictions in place on the device, teachers ensure that pupils receive direct teaching on how to use internet enabled devices responsibly and flag up concerns as soon as they arise.

If concerns are raised relating to safeguarding through use of the iPad, the school safeguarding policy will be implemented. This policy is available on the school website.

### Posture Awareness When Using iPads

The main concern with prolonged use of an iPad is the strain on the neck and shoulders from having the head tilted forward for long periods (see image below). Children may not be experiencing pain, but they can still be damaging their bodies in the long term from poor postures. Bending forward can put strain on the lower back and holding a tablet for long periods puts strain on the shoulders and arms.



Poor neck posture

The iPad is small and portable so changing position regularly can be beneficial.

Avoid forward head tilting by using an appropriate case which can angle up the iPad. High angle for viewing and lower angle when interacting/typing. If on the sofa, raise the iPad on cushions so it is angled up and towards you.

Limit the time that the child is on the iPad and take regular breaks, lifting the head and getting up and moving around.



IKEA tablet stand



Using case to angle screen when typing

Please note that a copy of this acceptable use policy can also be found on the school's website.

I have read Western Primary School's 'iPad User Agreement' and understand that failure to abide by all of the applicable rules will result in restrictive or disciplinary measures being put in place.

Parent Name:

Signature/Date

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