



## One to One Device Policy

### Rationale

The Wallace High School is committed to innovating with educational technology to enhance communication and learning processes within our school community. The School recognises an increasing use of mobile devices among our pupils and teachers and as a result are embarking on a One to One Device rollout at Key Stage 3.

Upon the receipt of the school's One to One acceptable use agreement and lease agreement signed by the student and one parent or guardian, The Wallace High School will provide the student with an Apple iPad mobile device. The following policy defines the proper use of the device both during School and out of School hours.

The Wallace High School authorises the use of the iPad2 in a manner consistent with established teaching and learning objectives of the School. We recognise and encourage use of the iPad at home and this policy is applicable regardless of time or location.

### Device Ownership

The Wallace High School iPad2 is leased to the parent. The Wallace High School has leased devices from 'Apple Finance Ltd' with a comprehensive insurance policy.

### Acceptable Use

In addition to the School's ICT Acceptable Use Policy (appended), the School permits use of the Apple iPad in a manner that supports the School's Aims and Objectives and is in line with all School Policies.

The following use is not permitted:

1. Sending or displaying offensive messages or material.
2. Using obscene language or content.
3. Damaging computers, ios devices, computer systems or computing networks.
4. Violating copyright laws.
5. Using others' passwords.
6. Trespassing in others' folders, works or files.

Pupils should not leave their device on the School premises overnight unless

it is stored in a designated locker.

The iPad will be treated in a similar manner as other School-owned educational tools such as textbooks and therefore, all School policies, rules handbooks, contracts, and directives, including disciplinary measures, apply to the use of them.

Pupils must not modify, upgrade or attempt to repair iPads issued under this policy.

### **Core School Use**

Pupils will be directed to set up their School email, calendar and contact account (Google Docs) by default.

### **Reporting Unacceptable Use**

Pupils are responsible for maintaining the integrity of The Wallace High School One to One iPad program and report any violations of this policy by contacting Mr D Cleland or Dr J McMath.

### **Buying and Installing Applications**

Pupils may use a personal iTunes account with their iPad. Funding of personal accounts should be via the offline purchase of iTunes voucher cards and personal devices must not store credit or debit card information.

### **No Guarantee of Content Privacy**

The Wallace High School reserves the right to monitor or access iPads if it suspects or is advised of possible breaches of security, harassment, or other violations of other School policies, rules, regulations, directives, or law, or evidence exists which demonstrates to the School that its iPads may contain information, data, or other intellectual property that belongs to other persons. The School reserves the right to monitor routinely the content of iPads.

### **Loss or Damage**

Pupils must install the "Find my iPad" application using their School email credentials to aid recovery of lost or stolen devices.

Pupils must report loss or damage to an iPad to the School's ICT Co-ordinator, Dr McMath, immediately.

### **Disciplinary Measures**

Non-compliance with the One to One policy or the School's ICT Acceptable Use Policy will result in loss or restriction of iPad or network privileges. Repeated or severe infractions may result in permanent termination of such privileges.

Possession of a The Wallace High School iPad may be revoked at any time for infractions.

Pupils violating any part of this policy may face additional disciplinary action deemed appropriate in keeping with the adopted disciplinary policies and guidelines of The Wallace High School.

**End of Life Return**

The device should be returned to School with the appropriate power cables on 17 September 2014.

\* Apple Finance, at the request of parents, will be contacted to establish 'fair market value' of a device towards the end of the three year lease. This will be communicated to parents interested in purchasing at that time.



## One to One Policy Agreement Form

Please complete and return on the iPad Setup evening.

I accept and will adhere to the conditions outlined in the One to One Policy:

Name of Pupil .....

Form ..... (Please complete in block capitals)

Pupil

Signature .....

Date .....

Name of Parent/

Guardian .....

(Please complete in block capitals)

Parent/Guardian

Signature .....

Date .....