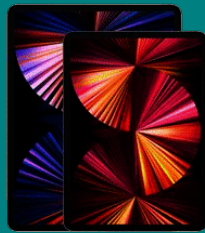


*Engaging Minds, Empowering Futures*



*Bring Your Own iPad Charter*



*Prep, Year 1, Year 2 and Year 3*

*2022*

*Pacific Paradise State School*

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**iPad Implementation**



**2019: Prep & Year 1**

**2020: Prep, Year 1 & Year 2**

**2021: Prep, Year 1, Year 2 & Year 3**

**Junior (P- 3) school BYO iPad achieved**



**2022: Junior school**

**(P-3)BYO iPad program continues.**

## Principal's Introduction

Pacific Paradise State School students are part of the 21<sup>st</sup> century world. They are growing towards a future that is increasingly embedded in digital technologies within a context that makes distant locations part of our local community.

We are so lucky, not only to live in Australia, but more particularly because we live on Queensland's Sunshine Coast. We have, on our doorstep, the Pacific Ocean, rivers, creeks, mountains and forests. We commonly see wild-life that most of the world regards as exotic or unusual...and we have a vast range of modern facilities that make our lives comfortable, safe and full of opportunity.

The Department of Education updates its four year Strategic Plan, every year to ensure a consistency of vision within an ever-changing world. Some statistics that influence how we teach and learn;

'The Internet of Things' – everything connected *all* the time

- Today more than *40% of the workforce* will be employed by the gig economy
- Soon we will consume 278 exabytes (1EB = 1 billion GB) of *information* every month
- Tomorrow up to *44% of current jobs* may be automated in the future

The world our children and grandchildren will inherit **already is** – a digital world.

Technology devices are simply tools...at school, technology devices are tools for learning and teaching; they are tools for communicating, collaborating and being creative. They are also tools that help us make connections, share our knowledge and understanding and enable us to experience places, communities and expertise far removed from our homes and familiar environments.

Our students – our kids – still need to run and play; lift up a rock and find... tell a story about... imagine 'what if'... learn new skills... and teach others how to...

iPads in Prep, Year 1, 2 and 3 are enablers, engagers and enhancers. A student learning how to take photos, record video or to ask Siri about a tree frog is enabling their own learning. A student who is using a story creator to author their own story to share with others is engaged in manipulating English, building vocabulary and understanding the purpose of literature. A student who can explain what they have been learning, air-drop examples of their work and access them to show what they know 'now' is enhancing not only the skill on display but also understanding deeply about the quality of their learning.

Our 2022 Prep, Year 1, 2 and 3 Bring Your Own iPad program is not about having our students' access 'screen time'. It is about our students having an amazing tool for learning and about learning how to use that tool in creative and flexible ways – the future belongs to our students, and we need to make sure they have the skills *for whatever future they imagine for themselves*.

Yours sincerely,

Dominic Carter

Principal

Pacific Paradise State School

2022



## *Engaging Minds, Empowering Futures*

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At Pacific Paradise State School, we strive for improved outcomes in learning engagement, learning productivity, home school partnership, academic results and students' skillset.

The iPads have proved to be a very useful tool to support student learning.

### Our Teaching and Learning Vision

#### *Engaging Minds, Empowering Futures.*

Pacific Paradise State School students are part of the 21<sup>st</sup> century world. They are growing towards a future that is increasingly embedded in digital technologies within a context that makes distant locations part of our local community.

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*Our students are our 'WHY' –*

*· WHY our school exists*

*WHY we strive to create meaningful, engaging and  
challenging learning opportunities*

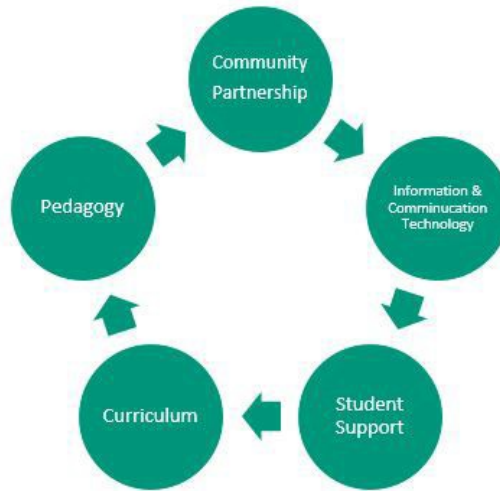
*· WHY we seek to constantly improve.*

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# Engaging Minds, Empowering Futures

To fully prepare our students for this ever-changing future, we have identified five integrated elements to plan how to cater for our students.



## Information & Communication Technology:

How we communicate with each other – with a variety of media, including technology, and also how we design solutions and share ideas to build on each other’s understandings. This includes hardware, Bring Your Own iPad programs, software, staff capability, STEaM (Science Technology Engineering Arts and Mathematics), applications of technology and infrastructure.



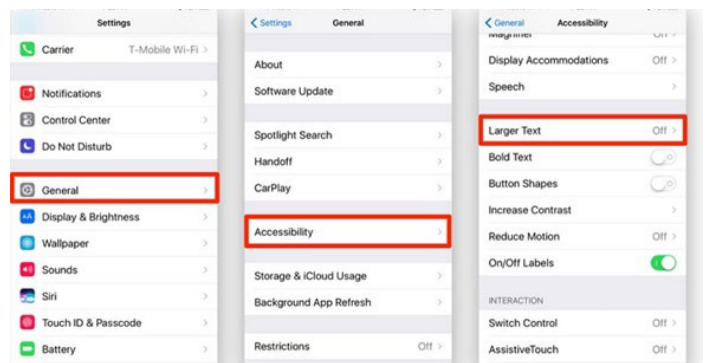
## Engaging Minds, Empowering Futures

### The Pacific Paradise State School Bring Your Own iPad Program:

- Enables personalisation of student learning through access to rich learning resources;
- Best facilitates the development of knowledge and skills necessary for the 21st century workforce, including digital-age literacy, innovative and creative thinking, effective communication and high productivity;
- Allows continuous access to educational materials allowing learning efficiency to happen anywhere, anytime;
- Provides an engaging, interactive environment for learning;
- Strengthens links between home and school, giving parents the opportunity to see, every day, what their child is learning at school and have relevant, timely, accurate and quality conversations around student learning and progress;
- Allows students the opportunity to display prior knowledge of topics and thus be co-constructive in their own learning journey.
- The advantages of using the iPad include:
  - Access knowledge and information through the vast range of content and creation apps (many of which are free) to support student learning;
  - Access to a wealth of information on the Internet when they need it
  - Access to rich media including digital stories, image and video;
  - Increased productivity through quick loading of apps and quick response of the iPad;
  - The iPads operating system is very reliable, ensuring maximum up-time;
  - Ability to personalise learning and provide work targeted at the correct level for students;
  - High student engagement both independently and collaboratively.

iPads offer a range of tools to enable students to access the curriculum:

- iPads have an inbuilt microphone enabling students with fine motor problems or those with difficulties in literacy to speak text which is then converted to text [speak to text](#).
- [Text](#) can be read back for students who struggle with literacy
- [Fonts](#) can be enlarged quickly and easily for students with visual impairment
- Specific Apps are used to support targeted goals for students
- [Guided Access](#) ensures students only work on a teacher directed app by limiting their access to only this app.



## *BYO iPad Program FAQs*

**Is the integration of devices in Prep and Year 1 (2019) (Prep- Year 2 2020, Prep – Year 3 2021 and 2022) exclusive to the iOS program?** Yes

**Was Android even considered in the new teaching program?** Yes, a great deal of research and consultation with other schools in the state was undertaken to inform this decision. Interactivity with the teachers and between students, requires like devices. Learning to use functions and link to school hardware also requires a significant level of common devices. Broader availability of Apps also a significant consideration of iPads only.

**How will student owned devices be stored?** During the school day, (when not in use), each classroom will be equipped with lockable storage cabinets to contain student iPads. iPads will not be stored at school overnight, on weekends or during school holidays.

**Will the children have to bring their iPad home every day?** Yes, student owned iPads will travel to and from school, with the student each day. To protect your child's iPad the following is encouraged but ultimately the choice of each individual family:

1. Screen protectors.
2. Heavy Duty protective case for use within the class room.
3. Carry case for transportation.
4. We highly recommend that you have the iPad covered by your choice of insurance, for example, [Apple Care via Apple](#), or checking with your insurance company about adding your iPad to your personal insurance policy.
5. We recommend that when setting up the iPad and creating an Apple iD (to purchase apps free or paid) that you don't add a credit card, select payment method- none- then you can choose to enter your credit card details at each purchase or purchase an iTunes card to eliminate the need for a credit card, or that you set up the iPad '[Family Sharing](#)'.

**What happens if a staff member breaks my child's iPad?** In the history of the school, no devices have been broken by a staff member – but assuming that it is possible, the school would replace the iPad – please note there would be an investigation...IF the student failed to follow out an instruction about placing iPad in a storage space and left/placed their iPad in a space where the device could not be easily seen...then possibly not. In such an odd situation – the parent may be liable. NO EQ school is insured – the Queensland government is its own insurer.

**What happens if another child deliberately breaks my child's iPad while displaying behavioural problems or just being silly?** In this situation both families would be required to attend a meeting with the Principal to determine a solution for this problem. It is important that to date this has never happened at PPSS and while it may this is very unlikely to occur.

**Will there be a charging station for when the iPad's goes flat during class?** No, the expectation will be that students take their iPads home every day, and return the next school day with a fully charged iPad – families would support their child with charging their device.

**Why isn't there an iPad hiring scheme through the school?** Advice for EQ ICT personnel is that this is not recommended as there is confusion about who owns the device while the hire-to-buy process is being undertaken; if a family moves to another school, there are then further conflicts about who owns the device.

**Why can't we purchase the iPad through the school resources scheme, and pay it off like we already do for school fees and resources?** This is a voluntary/ non-compulsory program within our school and therefore not appropriate to be included in the SRS.

**What consideration has been made to the financial situation of families?** By 2021 PPSS Strategic Plan, as approved by Pacific Paradise State School P&C (2017) is to have Bring Your Own iPads P-Year 3 and Bring Your Own Laptops Year 4-6.

- Financial consideration was very important to the school and P&C...
- An investment in an iPad for a student in Prep (2020) = a device that will be used in Year 1, Year 2 and in Year 3– this investment is for 4 years of education
- The school will provide devices so that access is 3:1. These iPads are for students to access at school who are not participating in the Bring Your Own iPad program.

- The size/ screen size of the iPad e.g. Mini, Air, Pro etc., is an individual family's decision as long as the device meets the minimum specifications outlined on [page 16](#) of this Bring Your Own iPad Charter 2022.

**What consideration has been made for students with additional needs such as visual or auditory impairments and are under the care of a specialist?** All student needs are taken into consideration when introducing new programs and tools into the school. Teachers will differentiate as they do with the curriculum and other technologies to optimise student access to available resources. In addition the Inclusion Support Centre (ISC) staff work closely with class teachers and families to facilitate such differentiation.

An additional investment into iPads for utilisation in ISC has already been implemented alongside the existing adjusted rations with laptops for ISC students. [Accessibility functions of iPads](#) offer a range of tools that can increase a student's ability to engage because of the technology.

**Do you need a report from specialists detailing about how much screen time is allowed within the classroom for children who have serious eye conditions?** No report required, though if this is a concern identified by the student's specialist, we would ask that families contact the school and share this advice as soon as possible. This will enable our staff to make every effort to differentiate the classroom program in recognition of the medical professional's advice.

**What if my child's specialist recommends their screen time is restricted?** iPad use will be contingent on individual student needs and resultant differentiation of the curriculum. If screen time restrictions are in place for an individual child then the same curriculum will be offered to that child without the use of a device.

**How will my child complete the work now that working with an iPad is part of the curriculum for the school?** Students have access to the curriculum through a variety of mediums and media, iPads being utilised as a tool in curriculum delivery, not the 'curriculum' will be made available to students in a purposeful way to enhance curriculum engagement and will not hinder student access to the curriculum.

**Would my child be given extra time to complete the work, so he/she would not fall behind in the curriculum?** As is currently the practice at Pacific Paradise State School, student needs are differentiated for whether utilising technology or not, to ensure they are not hindered or excluded as a result of their disability. In many cases technology has been [evidenced to support engagement with curriculum for students with disabilities](#).

**What consideration has been made for children who already have an unhealthy obsession and addiction to technology?** 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 – it is now and will become more important as our students continue to live in a world increasing impacted by digital capabilities and behaviours.

Yes, these addictions will be considered within the classroom environment and there will be a multilayered approach to managing appropriate use and access to iPads.

- Routines and procedures will be established and strictly followed each day,
- Programs will be developed with appropriate differentiation to meet needs of students,
- iPads will be physically locked away when not in use and;
- Staff will utilise accessibility settings that enable devices to be locked after a predetermined period of time, (determined by the child's individual needs and the nature of the task set) this is a capability not available on desktop computers currently in classrooms.
- Utilising this multilayered management system will ensure iPads can be harnessed in the classroom to extend and enhance learning in a productive and appropriate way.
- What behaviours management strategies will be implemented to manage handling and use of iPads in the classroom?
- As students become more independent about the appropriate use of their devices – and their engagement in sharing their learning with each other... behaviours will become more collaborative and communicative.



# Engaging Minds, Empowering Futures

**Will my child be disadvantaged in the classroom if they do not have their own iPad?** All students in Prep, Year 1, 2 and 3 in 2021 will have improved access to devices. The school has committed to purchasing and maintaining a sufficient number of devices to maintain a 1:3 ratio for students without their own device. This will greatly increase student accessibility to devices. Students without their own device will not be disadvantaged as their accessibility will increase and they will still have access to the curriculum through a range of mediums and media.

**Will sharing mean they miss out on teaching time with the teacher?** The inclusion of iPads will enhance and extend all students learning as all students will have access. Teaching utilising devices will be embedded and responsive to student needs. Teaching time as described will not be impacted the only negative about not having a personal device would be the ease of facilitating home-school sharing such as photos, videos and audio of students learning while at school.

**Will sharing mean that my child will have to have additional time to cover the curriculum?** No, curriculum delivery will be tailored to student's individual access to devices and other tools, and therefore there will be no need for additional time to cover the same curriculum content.

**Will my child's device be shared with any other student?** Student owned devices are used exclusively by the student they belong to. School owned devices will be shared with other students at a ratio of 1:3 iPads to students in Prep, Year 1, 2 and 3 in 2021.

**What are the alternatives?** As a school the decision has been made to continue with the implementation of BYO-iPads for Prep, Year 1, 2 and 3 in 2021. These devices are utilised in the school setting, incorporation of these or alternative devices into the home setting is determined by individual families.

**Is this a new government requirement for the curriculum or is it Pacific Paradise's personal curriculum?**

As a school we follow the direction outlined by Education Queensland, and implement strategies and programs to meet these. The latest [Strategic Plan from the Department of Education](#), outlines the current focus and goals of the department including a commitment to;

- leverage emerging technologies to improve our classrooms and services to enhance the teaching and learning experience
- create a culture of innovation and continual improvement to lift outcomes through a focus on the skills of leaders across the system
- deliver contemporary and fit-for-purpose infrastructure and integrated information and communication technology solutions to maximise learning outcomes for each community



## Information for Students and Parents about Acceptable Usage

### Acceptable device use

- Students must follow the school rules when using their iPad:

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*Be a Learner*

*Be Safe*

*Be Friendly and Respectful*

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- Students must comply with the department's [Code of School Behaviour](#) and [Pacific Paradise State School Student Code of Conduct](#).
- Communication through internet and online communication services must also comply with the department's [Code of School Behaviour](#) and the [Pacific Paradise State School Student Code of Conduct](#) available on our school website.

### Examples of acceptable use includes:

- engagement in class work and assignments set by teachers
- developing appropriate 21st Century knowledge, skills and behaviours
- authoring text, artwork, audio and visual material for publication on the Intranet or Internet for educational purposes as supervised and approved by school staff
- conducting general research for school activities and projects
- communicating or collaborating with other students, teachers, parents, caregivers or experts as part of assigned school work
- accessing online references such as dictionaries, encyclopedias, etc.
- researching and learning through the school's eLearning environment
- ensuring the device is fully charged before bringing it to school to enable continuity of learning Students should be courteous, considerate and respectful of others when using their iPad.

### Unacceptable device use

Examples of unacceptable use includes:

- using the device in an unlawful manner
- downloading (or using unauthorised software for), distributing or publishing of offensive messages or pictures
- using obscene, inflammatory, racist, discriminatory or derogatory language
- using language and/or threats of violence that may amount to bullying and/or harassment, or even stalking
- insulting, harassing or attacking others or using obscene or abusive language
- deliberately wasting printing and Internet resources
- intentionally damaging any devices, accessories, peripherals, printers or network equipment
- committing plagiarism or violate copyright laws
- using unsupervised internet chat
- sending chain letters or spam email (junk mail)
- knowingly downloading viruses or any other programs capable of breaching the department's network security
- using the device's camera anywhere a normal camera would be considered inappropriate, such as in toilets
- accessing private 3G/4G networks during the school day.

- invading someone's privacy by recording personal conversations or daily activities and/or the further distribution (e.g. forwarding, texting, uploading, Bluetooth use etc.) of such material
- students should not divulge personal information (e.g. name, parent's name, address), via the Internet or e-mail, to unknown entities or for reasons other than to fulfil the educational program requirements of the school.

## **What is expected of schools when providing student's with access to ICT facilities?**

Schools will provide information in relation to student access and usage of its network and reserves the right to restrict/remove student access to the intranet, extranet, internet or network facilities if parents or students do not adhere to the school's network usage and access guideline/statement.

The school will educate students on cyber bullying, safe internet and email practices and health and safety regarding the physical use of electronic devices. Students have a responsibility to incorporate these safe practices in their daily behaviour at school.

- Where possible, internet usage by students will be considered and prepared prior to class engagement, including, filtering and checking sites students are directed to visit. An assessment should be made of the appropriate timeframe for access to the internet for completing the set task or duration a student should have access to the internet (e.g. during school hours, outside of school hours).

## **What awareness is expected of students and their parents? Students and their parents should:**

- Understand the responsibility and behaviour requirements (as outlined by the school) that come with accessing the school's ICT network facilities and ensure they have the skills to report and discontinue access to harmful information if presented via the internet or e-mail;
- Be aware that the ICT facilities should be utilised with good behaviour as stipulated under the [Code of School Behaviour](#); and that students breaking these rules will be subject to appropriate action by the school. This may include restricted network access, or loss of BYO privilege, for a period as deemed appropriate by the school.
- Be aware that access to ICT facilities provides valuable learning experiences, therefore giving the student educational benefits in line with the school's educational program;
- Be aware that the internet gives access to information on and from a wide variety of organisations, subjects, people, and places with origins from around the world. The school cannot control information accessed through the internet; and information may be accessed or accidentally displayed which could be illegal, dangerous or offensive, with or without the student's immediate knowledge; and
- Understand that teachers will always exercise their duty of care, but protection, mitigation and discontinued access to harmful information requires responsible use by the student.
- The Bring Your Own iPad must not have a VPN (Virtual Private Network) installed. This stops connection to our school's internet deeming the iPad unsuitable for our program.
- The Bring Your Own iPad must be 'G' rated and must not have any inappropriate content including photos, videos or apps.
- Agree to move all apps that are not required, by the class teacher or school, into a separate folder on the iPad and that your child has been instructed not to access those apps at school.
- Agree to install all of the required apps requested by the school.
- Some students may forget their passcode and need assistance from their teacher- agree to share the iPad passcode with the class teacher if required.
- Understand that Pacific Paradise State School recommends that the iPad purchased to use in the BYO program has accidental damage protection and that the school will take necessary and reasonable precautions to ensure your device is safe, but we cannot be held responsible for any accidental, malicious or deliberate damage or theft.
- Our school and teachers make decisions about the best eLearning experiences to meet the needs of our students. While the Department provides most of the resourcing we use at school, sometimes a need exists that is not included. On these occasions, it is beneficial for students to utilise services provided by third party web based providers. A Third Party Website Consent form is required to be signed for all students, annually, in order to take advantage of these services.

## Internet Use at School

- At school, students must agree to follow the Acceptable Use of the Department's Information, Communication and Technology (ICT) Network and Systems in relation to Internet Use. Internet access is provided by Education Queensland's Managed Internet Service (MIS) and provides students with content-filtered Internet access and Virus-filtered email.
- MIS provides the means to filter students' access to web pages from a global level; controlled by Education Queensland and from a school level when appropriate.

## Internet Use at Home

- The iPads can be configured to connect to a home wireless or wired network. This configuration can be performed as with a normal iPad.

## Email Use

- While at Pacific Paradise State School, students have access to a Department of Education, Training and Employment email account, which they can access from home and school for the purposes of learning. Email traffic is monitored for inappropriate use, content and language.

## Digital citizenship

- Students should be conscious creators of the content and behaviours they exhibit online and take active responsibility for building a positive online reputation. They should be conscious of the way they portray themselves, and the way they treat others online.
- Students should be mindful that the content and behaviours they have online are easily searchable and accessible. This content may form a permanent online record into the future.
- Interactions within digital communities and environments should mirror normal interpersonal expectations and behavioural guidelines, such as when in a class or the broader community.
- Parents are requested to ensure that their child understands this responsibility and expectation. The school's [Student Code of Conduct](#) also supports students by providing school related expectations, guidelines and consequences.

## Cybersafety

- If a student believes they have received a computer virus, spam (unsolicited email), or they have received a message or other online content that is inappropriate or makes them feel uncomfortable, they must inform their teacher, parent or caregiver as soon as is possible.
- Students must never initiate or knowingly forward emails, or other online content, containing:
  - a message sent to them in confidence
  - a computer virus or attachment that is capable of damaging the recipients' computer
  - chain letters or hoax emails
  - spam (such as unsolicited advertising).
- Students must never send, post or publish:
  - inappropriate or unlawful content which is offensive, abusive or discriminatory
  - threats, bullying or harassment of another person
  - sexually explicit or sexually suggestive content or correspondence
  - false or defamatory information about a person or organisation.
- Parents, caregivers and students are encouraged to read the department's [CyberSafety and Cyberbullying Guide for Parents and Caregivers- Online Awareness](#)



## Web filtering

- The internet has become a powerful tool for teaching and learning,

however students need to be careful and vigilant regarding some web content. At all times students, while using ICT facilities and devices, will be required to act in line with the requirements of the [Code of School Behaviour](#) and any specific rules of the school. To help protect students (and staff) from malicious web activity and inappropriate websites, the school operates a comprehensive web filtering system. Any device connected to the internet through the school network will have filtering applied.

- The filtering system provides a layer of protection to staff and students against inappropriate web pages, spyware and malware, peer-to-peer sessions and scams and identity theft.
- This purpose-built web filtering solution takes a precautionary approach to blocking websites including those that do not disclose information about their purpose and content. The school's filtering approach represents global best-practice in internet protection measures. However, despite internal departmental controls to manage content on the internet, illegal, dangerous or offensive information may be accessed or accidentally displayed. Teachers will always exercise their duty of care, but avoiding or reducing access to harmful information also requires responsible use by the student.
- Students are required to report any internet site accessed that is considered inappropriate. Any suspected security breach involving students, users from other schools, or from outside the Queensland DETE network must also be reported to the school.
- The personally-owned devices have access to home and other out of school internet services and those services may not include any internet filtering. Parents/caregivers are responsible for appropriate internet use by their child outside the school.
- Parents, caregivers and students are also encouraged to visit the [Australian eSafety Commissioner](#) website for resources and practical advice to help young people safely enjoy the online world.



## Privacy and confidentiality

- Students must not use another student or staff member's username or password to access the school network or
- another student's device, including not trespassing in another person's files, home drive, email or accessing unauthorised network drives or systems.
- Additionally, students should not divulge personal information via the internet or email, to unknown entities or for reasons other than to fulfil the educational program requirements of the school. It is important that students do not publish or disclose the email address of a staff member or student without that person's explicit permission. Students should also not reveal personal information including names, addresses, photographs, credit card details or telephone numbers of themselves or others. They should ensure that privacy and confidentiality is always maintained.

## Intellectual property and copyright ©

- Students should never plagiarise information and should observe appropriate copyright clearance, including acknowledging the original author or source of any information, images, audio etc. used. It is also important that the student obtain all appropriate permissions before electronically publishing other people's works or drawings. The creator or author of any material published should always be acknowledged. Material being published on the internet or intranet must have the approval of the principal or their delegate and have appropriate copyright clearance.
- Copying of software, information, graphics or other data files may violate copyright laws without warning and be subject to prosecution from agencies to enforce such copyrights.

## Monitoring and reporting

- Students should be aware that all use of internet and online communication services can be audited and traced to the account of the user.
- All material on the device is subject to audit by authorised school staff. If at any stage there is a police request, the school may be required to provide the authorities with access to the device and personal holdings associated with its use.

## Misuse and breaches of acceptable usage

- Students should be aware that they are held responsible for their actions while using the internet and online communication services. Students will be held responsible for any breaches caused by other person(s) knowingly using their account to access internet and online communication services.
- The school reserves the right to restrict/remove access of personally owned mobile devices to the intranet, internet, email or other network facilities to ensure the integrity and security of the network and to provide a safe working and learning environment for all network users. The misuse of personally owned mobile devices may result in disciplinary action which includes, but is not limited to, the withdrawal of access to school supplied services.

## General Care (Students are responsible for the general care of the iPad)

### General Precautions

- It is recommended that food or drink should not be next to your iPad when in use.
- Cords, cables, and removable storage must be inserted into, and removed from the iPad carefully.
- Students should never carry their iPad while the screen is open, unless directed to do so by a teacher.
- The iPad should never be left in a car or any unsupervised area.
- Students are responsible for ensuring the battery is charged for school each day.

## Transporting the iPad

- A protective iPad carry bag has sufficient padding to protect the equipment from normal treatment and provide a suitable means for carrying the iPad within the school. The guidelines below should be followed:
- The iPad should always be within a protective case when carried.
- A waterproof sleeve is recommended to avoid the iPad getting wet (drink bottles should be kept in a different compartment in a child's backpack) and for further protection.

## Screen Care

**The screen can be damaged if subjected to rough treatment. They are particularly susceptible to damage from excessive pressure and can be costly to repair.**

- Do not lean on the top of the iPad.
- Do not place anything near the iPad that could put pressure on the screen.
- Do not place anything in the carry case that will press against the cover.
- Clean the screen with a soft, dry cloth or anti-static cloth.
- Occupational Health and Safety
- Students are advised to consider the following advice when using their iPad.
- Taking regular rest breaks e.g. every 30 minutes; more often if necessary to allow muscles and vision to recuperate.
- Not using the iPad for more than 2 hours in any session.
- Working in an environment free from glare.
- Using the iPad on a desk rather than on the lap whenever possible.
- Changing the viewing angle to minimise the need to bend the neck.
- Using a chair that maintains good posture.
- Reducing the need to carry the iPad (where practicable).

## Potential Hazards

The main feature of mobile devices that causes problems is the minimal amount of ergonomic adjustment – this promotes poor posture. If the screen is at the optimal height for the operator then the keyboard is too high, and if the keyboard is at the optimal height then the screen is too low. Both scenarios may contribute to

muscle discomfort or strain to varying degrees.

## Potential injuries that can occur through using iPads include:

- Occupational Overuse syndrome (OOS) [also known as repetitive strain injury (RSI)] as a result of sustained unnatural postures and/or prolonged tension on muscles, tendons, and other soft tissues.
- Eye strain through use in environments where there is poor lighting, glare, or reflection, and as a result of straining to view details on small screens.
- Manual handling strain through carrying the iPad for extended periods and/or lifting them out of awkward spaces. Strain may be the aggravation of an existing injury.
- Tripping hazards can also exist where the mobile device has external cables attached such as mains power cords or external drive connectors.

## Minimising the Risk of Strain or Injury

- Where possible, place the iPad on a desk at a height where the elbows are at 90 degrees and kept the wrists straight.
- Wherever possible sit in a comfortable chair at a desk.
- Take frequent rest breaks at least every 20 minutes but more often if the setup is not optimal to allow eyes and muscles to recuperate.
- Avoid using the iPad for extended periods (maximum of 2 hours in any session).
- Setting the screen at an angle that reduces, as far as possible, the need to bend your neck and minimises reflection.

## Preventing Eye Strain

Eyestrain and headaches can be caused by the constant viewing of small objects on small screens, incorrect monitor position, or glare or reflection from lighting sources. The risk of eyestrain can be reduced by ensuring students:

- Work in environments free from glare or reflection.
- Have adequate lighting.
- Increase font size for comfortable viewing.
- Position the iPad screen for comfortable viewing distance.
- Take frequent rest breaks. (An old but valid idea is the 20/20 rule that states “every 20 minutes look at something about 6 metres away for 20 seconds”).
- Regularly blink to lubricate your eyes.

Adjusting the screen brightness, colours and/or contrasts can also assist in reducing eyestrain.

## References

- Australian Standard AS 3590 (1990) *screen-based workstations, workstation furniture and input devices*.
- Occupational Overuse syndrome – Keyboard Operators: Reducing the Risk.
- Workplace Health and Safety – <http://www.dir.qld.gov.au/workplace/index.htm>
- Using your device safely*, Department of Education, Victoria



# Bring Your Own iPad Program 2022

## Prep, Year 1, Year 2 and Year 3

### Minimum Device Specifications

It is important to have a current iPad so that it can connect to our school network, can AirDrop, can AirPrint and is able to update to the latest iPadOS (operating system iOS 15) so that it is able to run the most current apps and features.

Here is a link to the most current iPads <https://www.apple.com/au/ipad/compare/>

# iOS 15

The most current iPads (November 2021) are:



**iPad Pro**

The ultimate iPad experience.

From A\$1,199



**iPad Air**

Powerful. Colourful. Wonderful.

From A\$899



**iPad**

Delightfully capable. Surprisingly affordable.

From A\$499



**iPad mini**

Mega power. Mini sized.

From A\$749

When choosing an iPad, cellular is not allowed at school- choose an iPad with Wifi only.

The following iPad models are compatible with our Bring Your Own iPad program 2022:

- iPad Pro 12.9-inch (5th generation)
- iPad Pro 12.9-inch (4th generation)
- iPad Pro 12.9-inch (3rd generation)
- iPad Pro 11-inch (3rd generation)
- iPad Pro 11-inch (2nd generation)
- iPad Pro 11-inch (1st generation)
- iPad Air (4th generation)
- iPad mini (6th generation)
- iPad Pro 12.9-inch (1st and 2nd generation)
- iPad Pro 10.5-inch iPad Pro 9.7-inch
- iPad Air (3rd generation)
- iPad Air 2
- iPad (9th generation)
- iPad (8th generation)
- iPad (7th generation)
- iPad (6th generation)
- iPad (5th generation)
- iPad mini (5th generation)
- iPad mini 4



iPads participating in the Bring Your Own iPad must have a minimum operating system of iOS 15.

iPads can be purchased from any store you choose. We highly recommend that you have the iPad covered by some sort of insurance, for example, Apple Care via Apple, or checking with your insurance company about adding your iPad to your personal insurance policy.

All BYO iPads must be brought to school in a heavy duty case purchased at the store of your choice. Keep in mind that any personal applications and content placed on the device may interfere with the storage requirements for school use and school required Apps must take priority.

Please read the Pacific Paradise State School Bring Your Own iPad for Prep, Year 1, 2, and 3 2022 Charter for more important information.





Apple devices meet the specifications for Education Queensland and will work quickly and easily on our network at school and for you at home (Internet access is via wireless). Network and platform maintenance costs to support the successful operation of the iPad devices at school will be covered by the school however hardware issues are the responsibility of parents. Visit the Apple website at <https://www.apple.com/au/legal/statutory-warranty/> for information about Apple warranty.

## Charging the Device and Battery Maintenance

iPads brought to school will need to be fully charged. The power supply will not be required to be brought to school. Leaving power supplies at home reduces the weight of the equipment student's transport to and from school and reduces likelihood of damage and/or loss.

## Mobile Network (3G & 4G) Connectivity...

Due to school-based policy, 3G and 4G compatible devices are not allowed into school. This includes mobile phones, mobile broadband devices and any other device with the capability of connecting to an external cellular network. This policy has been made to ensure that our school network is not compromised and that students are not able to access an unfiltered internet connection whilst at school. Unfortunately there is no way to block a cellular connection from iPads with this capability.

## Security, Insurance and Finance...

While the BYO iPads will be securely stored during break times, parents are encouraged to seek personal insurance (or Apple Care via Apple) against damage and theft. Check with your preferred insurance company (or even the iPad reseller) about your personal insurance at home and, to and from school, for your iPad.

The school cannot enter into any finance arrangements with families for the iPads.

All iPads will require a protective case when being transported. This will be an additional cost but is well worth the outlay as it is the best form of insurance for iPads and will often protect the device from impacts and accidents.

An additional sleeve to place the iPad in cover in is also recommended

## Required apps

Each privately owned iPad in the BYO iPad program will require necessary apps to be installed at the cost of the parent (most are FREE). The list of required Apps can be found on the [Pacific Paradise State School website](#).

At Pacific Paradise State School, criteria is used to select required apps for the Pacific Paradise State School BYO iPad Program (final approval for app selection is by the Principal or delegate).

Year Level (all classes in a year level use these apps)

Individual student specific based on the needs of individual students. These will be negotiated between the teacher, support staff and parents

An apps audit will occur at the end of each year to finalise required apps for the following year. Pacific Paradise State School will endeavour to monitor apps for changes to ensure they continue to comply with our apps selection process.

Apps may be requested by the individual classroom teacher to support class learning or recommended to individual students to support individual students' specific learning needs.

