**YEAR 5 IPAD AGREEMENT 2012**

As part of the College transition toward personal, authentic use of ICT in student learning, each Year 5 boy now has an iPad – either provided by the family directly or through the College “rent to own” program. Students are expected to make use of that iPad throughout Years 5 and 6, using the device in class each day and often as part of extension or revision work at home.

In addition to the attached ICT Policy (2012) the following should be noted:

- Boys are trusted and expected to adhere to the ICT Policy; at any time the College may require the iPad to be submitted to a check for compliance;
- College provided “apps” (software), including apps for the management and monitoring of the iPad, are not to be removed from the device;
- At all times, each boy is expected to exercise care in the management, storage and transport of his iPad. When not in use it should be stored securely. In transit boys should keep their iPad in their bags;
- The iPad belongs to each boy’s family. The College recommends that families investigate the inclusion of the iPad in the “portable contents” option usually provided as part of home and contents insurance cover.

Myles Carrick, Director of ICT
8 February, 2012.

**Students**

I have read and understood this Year 5 iPad Agreement and the attached ICT Policy. I agree to abide by these conditions and use the laptop ethically and responsibly.

Name: ___________________________ 
Teacher: _______________________

Signed: __________________________

Date: 8 February 2012

**Parents / Guardians**

I have read and understood this Year 5 iPad Agreement and the attached ICT Policy. I agree to work with the College in ensuring that the iPad is used responsibly and ethically. I understand the insurance and support implications of this device being provided.

Name: __________________________

Signed: __________________________

Date: 8 February 2012
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) POLICY 2012

Version 2.1, January 2012

The College recognises that students will use a range of communication devices, resources and services, both College-owned and student-owned.

**Boys are expected to use all ICT devices, resources and services responsibly and ethically.**

Usage of devices, services and resources is always at the discretion of class teachers and other College staff.

All boys are expected to carefully manage their data and their online College identity:

- Passwords should never be written down or given to another person; students will be held responsible for all activity undertaken using their login/password;
- Although the College takes care to backup server-based resources, keeping backups of critical files (e.g. assignment work) is each boy's responsibility.

In the use of ICT devices, resources and services, all boys are expected to act with integrity, and use these services for educational purposes:

- Students should respect the holders of copyright, never plagiarise the work of others and always use appropriate referencing systems;
- Boys must not access or attempt to access inappropriate sites or resources;
- As with other non-ICT areas, vandalism is always inappropriate;
- Unless specifically allowed by a teacher for educational purposes, the sending and receiving of text messages or phone calls and the use of social networking sites and services (e.g. Facebook) are strictly prohibited throughout the school day.

In the use of ICT devices, services and resources, boys are expected to treat others with respect:

- It is never acceptable to take photos or video of boys or teachers or distribute that information without permission from that person and your class teacher;
- Negative or defamatory information about other boys, staff or the College should never be posted online;
- Boys must not access or try to gain access to private or sensitive information or the account of another boy or member of College staff;
- The equipment and services of the College and other boys should always be treated with care and respect;
- Boys should exercise care in using communication devices and publishing material online (e.g. posting on Facebook, uploading photos).
- The usual College rules and other laws and regulations still apply, including those related to copyright, bullying and harassment.

There are serious consequences for any failure by Newington students to abide by this Policy.

Myles Carrick, Director of ICT
8 February, 2012.