**BYOD Student & Parent Agreements**

Dear Parents and Guardians

Please find ALL documentation relevant to our BYOD iPad program that requires both student and parent signatory agreement. We have organised these documents into one package to make easier to read, discuss and sign.

Please note the documentation needs to be signed and returned to your child’s classroom teacher when commencing school in 2020.

If you have any questions please email Luke.Johnson@education.wa.edu.au

Yours sincerely

Kim Fraser

PRINCIPAL

20 November 2019

**Churchlands BYOD iPad Identification and Insurance Disclaimer**

My child from Room \_\_\_\_\_\_\_\_\_\_\_ will bringing in their personally owned iPad for learning purposes.

**Insurance**

|  |  |
| --- | --- |
| ☐ | I have made arrangements for my child’s iPad to be covered by insurance. |
|  | **OR** |
| ☐ | I have NOT arranged insurance for my child’s iPad and understand that damage to, or loss of the iPad may not be covered by Churchlands Primary School insurance.  ------------------------------------------------------------------------------------------------------- |
| ☐ | I have provided my child’s iPad with a robust case or cover. |
| ☐ | I have clearly marked my child’s iPad and cover with their name. |

My iPad serial number is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Parent / Caregiver: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Parent / Caregiver: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact details: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**This document must be completed and returned to your child’s teacher before they can use their iPad at school.**

**Student Internet User Agreement & Connection to Internet Services, Student Accounts and Cloud-based services**

1. **Internet Services and Student Accounts:**

This following points relate to the connection and use of **student** and **school owned** devices (iPads and computing devices) at Churchlands PS. By using an iPad or computing device that is connected to the Churchlands Primary School Network, students are required by the school to abide by the following conditions:

1. Students are expected to take care of whatever device they use, be it their own or one owned by the school.
2. When connecting to the Internet at school, a student must only access websites that are **appropriate** and **relevant** to what the teacher has asked them to do.
3. Any data stored or installed on a **student owned** device is the responsibility of the parents of the child, who are encouraged to check this regularly.
4. Any photos or videos that are taken with **student** or **school owned** iPads ***must only be done with the permission of the teacher***. Students are forbidden to take pictures of other students or adults without the individual’s consent and the teacher’s permission.

***Please discuss the above points with your child to ensure that he/she understands the above conditions.***

**2.0 Cloud-based Applications:**

In addition, students at Churchlands Primary School currently use a range of iPad Applications that at times use a cloud-based storage and communication system. These Applications give your child creative tools to capture and reflect on their learning ‘in real time’. In addition, it allows students to share their work with their family.

The Applications currently used at Churchlands Primary School, include the following:

|  |  |  |  |
| --- | --- | --- | --- |
| SeeSaw (Year 1 to 6) | Showbie (Year 1 to 6) | Connect (WA Ed. Department Y5 & 6)) | Microsoft Office Online (Y3-6) |

|  |
| --- |
| **I understand that:**   * That the misuse of technology and online services may result in the withdrawal of access to services and other consequences in accordance with the Churchlands Primary School Behavioural Management Policy. |

I agree to abide by the acceptable usage agreement for school students. I understand that if I am given an online service account and break any of the rules in the agreement; it may result in disciplinary action, determined by the school administration in accordance with the Department’s Behaviour Management in Schools policy.

The goals of using the above technology and software at school include:

* Are engaging and provide Parents/Carers with a window into their child’s classroom and their learning.
* Provide students with an authentic audience to view their work.
* Make communication with their class teacher seamless.
* Become a digital portfolio record of their work at school.
* Provide a personalised window into your child’s school day.
* Provide learning opportunity with tools relevant to student’s further learning

*With regards to security -* ***only you will receive a notification to see, hear and respond to your child’s learning. Only you have access to your own child’s work and all of the content is stored securely****.*

As cloud based services, in particularly **SEESAW** are the classroom’s primary communication tool. Therefore, some items such as; *teacher notes, class newsletters, photos or videos of the class completing activities*, will be shared to ‘Everyone’ in your child’s class. Due to recent changes to both the *Privacy and Freedom of Information Laws*, to be able to continue to share your child’s images in class videos or photos ***we need your permission***.

By giving permission it will enable the teacher to share your child’s class videos and images with you using an online cloud-based storage system. Without permission your child will still be able to use non cloud-based features of the above Applications, however they will be **unable** to share their work and photos/videos with their Parents/Carers, or participate in whole class/group photos or videos that could be shared with other Parents/Carers in the class.

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**Connection to Internet Services, Student Accounts and Cloud-based services: Requirement for Parental Consent:**

**Name of student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year Level: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of Student (Years 4 – 6 only): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of Parent/Carer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Office use only: Date processed: \_\_\_\_\_\_\_\_\_\_\_\_\_ Processed by (initials): \_\_\_\_\_\_\_\_\_\_\_\_



***Note:*** *This Consent Form will be filed by the school and a copy can be requested by a parent.*