



October 2022

P5&P6 Pupil iPad Contract

Dear Parents/Carers

In Primary 5 and Primary 6 as part of our Connected Learning digital rollout programme, your child will receive their own iPad and charger to use for learning purposes in school and at home.

In order for us to arrange, set up and distribute the iPads we require children and families to read and sign a contract. The contract explains the expectations for using the iPad. In order for your child to receive an iPad they are required to read, sign and return the contract to their class teacher by **Thursday the 13th of October**. If they do not return the contract by this date then they may not receive their iPad at the same time as the rest of the cohort.

Unlike the current Primary 7 iPads, pupils will not take home the iPads initially. Primary 5 pupils will keep their iPads in school most of the time. For the first few months, Primary 6 will keep their iPads in school but in the last few terms they may have the opportunity to take them home to prepare for Primary 7.

Should you have any questions please get in touch with Mrs Jones. Further information on the iPad rollout can be found on our school website:

<https://blogs.glowscotland.org.uk/gc/hyndlandps/category/digitallearning/>

Later on in the term we may run some parental training sessions with families to allow you to get familiar with some of the apps that we use in school with the pupils. If you would like to indicate your interest in these sessions then please complete the tear off slip and return with the contract.

Kind regards,

Victoria Jones
Acting Principal Teacher

Indication of interest for parental training session

Please return to your child's class teacher by Thursday the 13th of October.

Pupil name: _____ Class: _____

I **would/wouldn't** be interested in attending a parental training session.

I would require ___ spaces at the training session.

Parent signature: _____

Hyndland Primary School

An iPad for Learning - Home School Agreement

Failure to comply with the Home School Agreement will result in the device being confiscated.

The Connected Learning iPad scheme will provide every pupil with an iPad and a range of digital learning tools and resources to assist and enhance their learning at school and at home. The iPad is to be used solely for learning purposes at home by the allocated pupil.

The iPad provided belongs to Glasgow City Council and is traceable through the Council's Mobile Device Management system. All parties involved (pupils, parents/carers and the school) must agree with all of the terms and conditions outlined below.

If any of these expectations are not met then the school reserves the right to restrict or remove access to any school ICT facility as in line with the Pupil Acceptable Use Policy.

As a pupil, I agree to:

- Look after my iPad carefully at all times and always store my iPad in its supplied case and store it in an appropriate place such as a charging station or school bag when outside my class.
- Immediately report any technical problems, damage, loss or theft to **your class teacher**.
- Ensure that the iPad is charged up in school in the charging station. Should I have the opportunity to take the iPad home I will ensure that I charge my iPad and bring both the iPad and the supplied charger into school unless told otherwise. iPads should be charged to an appropriate level at the start of each day so that it can be used within lessons.
- Only take my iPad out in class or in a secure environment such as my home. Never take my iPad out in the playground, when walking between classes or when travelling to and from school unless directed to do so by a member of staff.
- Only use my iPad in lessons when instructed to by my teacher and close it or put it away when my teacher says so. Only use apps and websites on my iPad that my teacher has agreed I can use in the lesson.
- Never share my pin code with **anyone**. If I suspect someone knows my code then I will inform a teacher who can reset it.
- Present my iPad for a check whenever I am asked to do so by a member of staff. If I have forgotten my iPad – I must bring it in the next day to show it hasn't been lost or stolen. Failure to do so will result in a communication home.
- Only use my iPad to take photos, record audio or video clips for learning purposes with the knowledge and agreement of everyone involved, this includes children and adults.
- Only share and Airdrop content with others when explicitly asked to do so by a member of staff. If I receive content that is unexpected then I will report it immediately to an adult.
- Never access inappropriate content on my iPad or attempt to bypass any of the security features. This includes illegal sites that allow streaming of music, videos and movies.
- Never remove any asset tags or security markings from my iPad.

- Not graffiti the iPad – this includes drawings and stickers on the case.
- Ensure that all work stored on the iPad is regularly backed up to the iCloud.

Should children have the opportunity to take the iPad home for learning purposes we ask parent/carers to:

- Ensure that my child cares for and respects their iPad.
- Immediately report any loss or theft which happens out of school to the class teacher.
- Ensure that the iPad is used solely by the child that the school has given it to and not by any other children or adults.
- Ensure that the iPad and charger is returned to the school if your child leaves the school, or at any other time upon the request of a member of staff.
- Monitor my child's use of the iPad on the Internet at home, to ensure that only appropriate websites are accessed - the same filtering will apply as in school.
- Ensure that the iPad is only used for educational purposes at home.
- Return the iPad, case and charger in the same condition it was received, at the end of the session, or earlier if requested. If it is not returned in the same condition then I may incur a charge to repair or replace the items.

The school agrees to:

- Provide pupils with an iPad and access to a range of Digital Learning resources and develop pupils Digital Learning skills.
- Give pupils an introduction to using and caring for the iPad. This will include a session on security, internet safety, maintenance and health and safety.
- Carry out random spot checks on devices to ensure they are being used in line with the guidelines set in this contract.
- Provide pupils with a range of learning opportunities which make use of the iPad, both in school and at home.
- Provide parents/carers with ongoing advice to help them support their child's use of their iPad.
- Make sure that any repairs required on the iPads are communicated to our IT service provider to ensure they are dealt with as quickly and effectively as possible.
- Provide access to wireless internet provision within the school. Provision will be made during school opening hours to allow pupils to complete homework/carry out research using the internet if required. The school will not be responsible for any costs involved, nor content accessed, when the internet is used out of school.
- Do regular checks on the condition of the iPads. If an iPad has been forgotten, this will be recorded.
- Issue questionnaires to pupils and parents/carers to help us in the ongoing evaluation of the iPads.

Please read over the amended Home School Agreement with your child, sign below and return to your child's class teacher by Thursday the 13th of October

Acceptable Use

We expect all parties concerned (pupils, parents/carers and the school) to follow all the rules and procedures listed on pages 1 and 2.

If, however, a pupil breaks these rules then the school reserves the right to restrict or remove their access to any school ICT facility as in line with the Pupil Acceptable Use Policy.

Pupil

As a pupil of Hyndland Primary School I agree to abide by the rules for acceptable use of the iPad Home Agreement as set out above.

Name: _____

Class: _____

Pupil Signature: _____

Date: _____

Parent/Carer

As the parent/carers or legal guardian of the pupil signing above, I grant permission for him/her to the conditions as set above. I agree to encourage him/her to abide by the rules outlined on the iPad Home Agreement.

Parent/Carer Name: _____

Parent/Carer Signature: _____

Date: _____

Please tear off this page and return only this page.

You should keep your copy of pages 1 and 2 for your own reference.

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