Glen Waverley Secondary College

Middle School iPad Program (Years 7 – 9) 2017

Information Booklet

... harnessing exploration and discovery in learning through information and communication technologies
Parents/Carers of the 2017 Middle School students

A Message from the Principal

The iPad has become integral to student learning in all subjects. Students will continue to use their iPads as they journey through the Middle School years.

In 2017 all students in Years 7, 8 and 9 will be required to bring an iPad to school each day. We know that many of our incoming Year 7 students will be coming to us from schools that have been running their own iPad programs, so families will already have the device that their Year 7 child needs. For other families an iPad will have to be purchased in readiness for the start of the 2017 school year.

The iPad program is providing our students with improved access to learning technologies and online learning. There is no doubt that technology has the potential to reshape teaching and learning processes and contribute significantly to enhanced learning outcomes for students. The iPad is particularly effective in actively engaging students and promoting creativity and collaboration.

Glen Waverley Secondary College has vigorously pursued a sustained whole school approach aimed at developing the innovative use of computers within a framework of the latest global research relating to effective teaching and learning. Teachers routinely use a range of ICT applications that support the vision for learning within the College.

Of course this is a great opportunity for our students but it is accompanied with clear expectations about the responsible use and care of the iPad. This booklet provides information about the iPad program. Further information will also posted on the College website.

You are advised to carefully read the recommended specifications of the device prior to making a purchase.

Please do not hesitate to contact the College if you would like more information on this program.

Gerry Schiller
College Principal
Vision Statement

The Glen Waverley Secondary College vision is to create and sustain a learning community where everyone continually learns and grows. The focus is to develop powerful learners with the skills and attributes to be effective, adaptive lifelong learners prepared for the challenges of the 21st Century.

Students at Glen Waverley Secondary College will harness the use of ICT to support:
- Personal learning
- Interpersonal learning
- Thinking and inquiry
- Communication
- Creating rich learning tasks

Why do students require access to a personal mobile device?

The nature of learning for students in the 21st century has changed and will continue to evolve. In the past, student access to information, knowledge and understanding was restricted to the information and knowledge brought into the classroom by the teacher. Metaphorically, the walls of the classroom have now been removed and students can seek and gather information they require from anywhere in the world through the Internet. This will occur not only in their timetabled class but also outside of school hours.

We must also move beyond seeing computers as simply a tool for word processing and gathering information. The development of computer skills and competencies is important, but it is not enough. Students also require the skills to be able to effectively process the information they gather and apply that information to develop understanding and solve complex problems. The iPad provides access to a range of applications that will assist them to process information, build key understanding of content and concepts along with the ability to design, create, share and solve problems.

Teachers at Glen Waverley Secondary College design learning experiences and outcomes utilising a diverse range of learning strategies with the objective of developing powerful learners. Consequently, a student will not be using their iPad or a computer in their learning all the time. However, your child will have immediate access to these devices when required, both within the College and at home. Student access to a personal mobile device through the iPad Program enhances their learning opportunities. In addition, the installation of eTextbooks on student iPads not only lightens the physical load on students but allows them to engage with subject resource material in a more interactive, creative way.

The Responsibility and Expectation of Digital Citizenship

‘Digital citizenship is being able to think critically and make ethical choices about the content and impact on oneself, others, and one’s community of what one sees, says and produces with media, devices and technologies in online environments.’

It is the expectation that students will be responsible digital citizens when participating in the iPad Program, using the College ICT and their home or other mobile devices. Students will be supported in developing their digital citizenship through understanding the ethical, cultural and societal issues related to Information and Communication Technologies. Students will practise responsible use of ICT and develop positive attitudes towards ICT that foster lifelong learning, personal growth, collaboration and productivity.

As part of their digital citizenship students are required to read and agree to an ‘Information and Communication Technology (ICT) Responsible Use Policy’ which is located both on the College website and in the GWSC Student Planner.
The GWSC eSmart and Digital Citizenship Policy (located on the GWSC website with an abridged version in the Student Planner) clearly outlines our expectations of students, staff and the community when using technology within the College and on all College related excursions and events.  
http://www.cybersmart.gov.au

**Why is the iPad the mobile 1:1 technology being used by Middle School students in the College?**

The tablet-style personal digital device has been rapidly taken up as a valuable addition to the strategies schools are using to support and complement student learning. Schools around the world are using the iPad as a way for students to not only access information, but also to capture their thinking. With the iPad, students can create a multitude of multimedia displays and presentations including podcasts, movies, comic strips and animations. They are able to brainstorm, plan, problem-solve, collaborate and create their own books and content. The opportunities are endless. The teaching staff at GWSC believes that it offers many improved learning opportunities for Middle School students and will enrich their lives through access to anywhere, anytime learning.

**What are the benefits?**

With a battery life of eight to ten hours and minimal weight, the iPad offers more portability and less start up time during the school day than laptops or netbooks. Access is instant and students can seamlessly move between programs. It is compatible with today’s online teaching and learning platforms and is easily integrated into the everyday classroom. Some of the most innovative instructional software is being developed specifically for tablets. The opportunities for collaboration and communication, vital to 21st century learning, are enhanced using the iPad technology.

**Why the iPad and not an alternative tablet device?**

The iPad specifically has captured a large proportion of the education market worldwide, and it is the clear front-runner in terms of available apps for education. Also, it represents an ongoing standardised (or compatible) device, rather than an alternative device model which may not be supported or available into the future. Various products and platforms were examined before the decision was made by teaching staff to adopt the iPad. The iPad meets our criteria for a 1:1 mobile device which includes user friendliness, the availability of excellent educational apps, available technical and manufacturer support and reliability.
Middle School iPad Program Requirements

All Year 7, 8 and 9 students will be required to bring their own iPad to school. If families are buying an iPad it is recommended that it is an iPad Air (WiFi). The minimum students can use is an iPad 3. As a minimum the iPad must be running iOS (operating system) version 9. As new versions come out we will notify students that they can upgrade once we have tested the new versions. Beta (trial) versions cannot be used.

Students are not to bring an iPad Mini as this device is not designed for education and is not suitable for school use due to the screen size.

Any parents or guardians seeking further clarification or advice should direct their queries to BYOD@gwsc.vic.edu.au. Your query will be directed to the appropriate person who will be able to assist you.

To minimise the risk of damage and loss of iPads:

• It is recommended that the student’s iPad be fitted with a screen protector to protect it from scratches and to help strengthen the screen against breakage.

• **ALL students must have a protective cover for their iPad.** The cover must enclose the whole iPad and provide strong protection for the corners of the iPad to minimise risk of screen breakage. The iPad cover should also be clearly labelled with the student name, ID and form group. Engraving the student ID onto the iPad provides extra security.

• The College does not have insurance to cover the loss or damage to mobile devices so we strongly advise that you check your personal insurance coverage and ensure your insurance company covers this. If an iPad is lost or damaged it is the parents’ responsibility for it to be replaced or repaired.

• Students need to have their iPad passcode protected so that no other student can access the iPad. Passwords must not be shared and the iPad is never to be lent to another student.

• Students must regularly backup their iPad to the home computer or iCoud. For a student to back up their iPad;

When using their iPads, students must at all times abide by the GWSC eSmart and Digital Citizenship Policy and ‘Information and Communication Technology (ICT) Responsible Use Policy’. (See Middle School Student Planner for details)

eTextbooks

Year 7 and 8 students will be required to purchase eTextbooks in Maths, Science and Humanities.

• Maths and Humanities eTextbooks will be book listed and sold through Campion Books at a savings to parents in comparison to hard copy textbooks. Hard copies of these textbooks will be available through Campion Books at an extra cost.

• The Science eTextbook can be purchased directly through iTunes

iPad Apps

A list of required paid and free apps will be distributed to parents in Term 4 and is available on the College website. The majority of the required educational apps are either free or a minimal cost and can be downloaded from the Apps store. Downloading and updating of apps must be carried out at home. Parents or students require an iTunes account to download apps.
NB: Students must purchase their own apps and should not gain access to apps through logging on to a classmate’s iPad. Unless the app is purchased individually it will not have full functionality.

**Student Responsibilities for their iPad:**

- Students will be responsible for the care and maintenance of their iPad. The College takes no responsibility for any damage or loss of a student’s iPad. Parents are advised to take an extended Apple warranty for their iPad and to ensure the iPad is covered under their home insurance.
- Students are to ensure their iPad is fully charged prior to the start of each school day.
- The iPad must be carried in a protective cover at all times and stored safely in the student locker when not in class use.
- Travelling to and from school, the iPad must be in the student’s school bag.
- The iPad is to only be used for educational purposes while at school.
- Students are not permitted to play games at any time while at school. Sanctions will apply if a student is found to be using their iPad inappropriately at school.
- Students are to ensure that non-educational material (eg. music, movies, games) stored on their iPad does not limit the capacity of their iPad to store school-related material.
- Individual students are responsible for their own iPads and should ensure that they take care of it at all times. iPads should not be left unsecured where other students can gain access to them.
- Students must be respectful of other students’ property and privacy at all times. They must not share user names or passwords with anyone or interfere with another student’s iPad.
- When using their iPads, students must at all times abide by the College ‘Responsible Digital Citizenship Policy and Guidelines’ and Information and Communication Technology (ICT) Responsible Use Policy’. Any breaches of these policies will incur disciplinary action.
- On days of sporting competition or excursions students should leave their iPads at home.
Frequently Asked Questions:

If my child already has an iPad can I use this at school?

Do we need to create an iTunes account for our child?

Will there be a warranty, and what happens with Insurance?

What if I need service or my iPad repaired?

What apps will we have to buy, and who pays for them?

Will students be using eTextbooks?

Will students be able to access the Intranet and Internet using their iPads and will they be able to print at school?

How does the school support students to use their iPads appropriately while at school?

What are the limitations on personal use?

What do I need to consider at home now that my child has their own iPad?

Do we still need a home computer and does it have to be a Mac?

Can the iPad be charged at school?

Where can I find helpful information for setting up and using the iPad at school?

How do I connect my iPad to the school network?

How many devices can I have connected to the school?

Will connecting my device to the Glen Waverley Secondary College impact upon my home network connection?

Who do I see about warranty, insurance and software problems?
If my child already has an iPad can I use this at school?

Students can use iPads they already own as long as they meet the minimum recommended specifications of the iPad 3 (WiFi) or above. (this excludes iPad mini's). The iPad must be running a minimum iOS (operating system) of version 9. Beta (trial) versions cannot be used.

Do we need to create an iTunes account for our child?

Parents will need to set up an iTunes account before the iPad can be used at school. Parents will be able to either set up an iTunes account, using their credit card, which their child can access to purchase educational apps for school use or purchase an iTunes card which can be easily loaded onto the iPad (Downloading should be carried out at home).

Will there be a warranty, and what happens with Insurance?

Apple products come with a one year limited warranty. This can be extended to two years by purchasing their AppleCare product. There is no insurance with the iPad for loss, theft or non-warranty repairs. Parents are advised to check home insurance policies and ensure the iPad is covered for accidental damage and loss.

What if I need service or my iPad repaired?

As the iPad is the student’s personal property, parents will be responsible for arranging servicing or repair of their child’s iPad from an authorised Apple dealer.

What apps will we have to buy, and who pays for them?

There will be a “core set” of apps which students will be expected to purchase. Many of these apps will be free, while others may incur a small cost. Once you have an iTunes account set up, these apps can be purchased via the app store. Apps should be installed at home. Parents need to be aware that during the year students may require further apps to undertake specific classroom work.

Will students be using eTextbooks?

The required eTextbooks will be book listed by Campion Booksellers, for purchase at a significantly reduced cost in comparison to hard copy textbooks. However, if parents wish to purchase a hard copy of a textbook, in addition to the eTextbook, this is also possible at an additional cost. Students will be purchasing their Science book through iTunes. Detailed procedures for the purchase of all textbooks will be sent home to parents. Any issues should be directed to the supplier.

Will students be able to access the Intranet and Internet using their iPads and will they be able to print at school?

Students will be able to access the College intranet and internet via wireless on their iPads at school. The internet connection is filtered (at school only), logged and limited. Printing will be available from student iPads in the same fashion as all other computers in the College. The same charges will apply as for printing from a computer.
How does the school support students to use their iPads appropriately while at school?

The iPad is covered by the **GWSC eSmart and Digital Citizenship Policy** and it is expected that as good digital citizens the students will use the iPad appropriately not only while in class, but at other times as well. The College sees the importance of working with families to ensure students have appropriate skills and strategies for participating responsibly in the global digital world. The **Information and Communication Technology (ICT) Responsible Use Policy** provides clear guidelines regarding appropriate computer usage within the school.

**What are the limitations on personal use?**

The device is owned by the child’s family, and they are thus able to use the device for any personal uses within the constraints of the **GWSC eSmart and Digital Citizenship Policy** policy. Student use should also not interfere with the use of the device at school. This includes ensuring adequate storage space is maintained, that no inappropriate apps/material is put on the device, and the iPad is fully charged for daily use in the classroom.

**What do I need to consider at home now that my child has their own iPad?**

Parents should be mindful of supervising their children when they are using their iPad at home. It is expected that parents will monitor the internet access of their children. Clear boundaries and expectations for student use at home need to be set by parents. Please be aware that parental controls on the iPad can sometimes prevent the student using the device for school work.

**Do we still need a home computer and does it have to be a Mac?**

An iPad is not a replacement for a traditional computer. It is a companion device which allows the completion of some, but not all, of the tasks usually carried out on a traditional computer.

The iPad connects to either a Mac or a PC via iTunes. The iPad will sync, backup and talk to PC, Mac desktops or laptops. We recommend students regularly back up the iPad on either a home computer or using the iCloud in case of damage or theft.

**Can the iPad be charged at school?**

There are no facilities available to charge iPads at school. The iPad should be fully charged at home, overnight, ready for the school day

**Where can I find helpful information for setting up and using the iPad at school?**

Students can access information for the set up and use of their iPad by going to the ‘**BYOD Information**’ folder in the Q Drive on the school network

**How do I connect my iPad to the school network?**

iPads will be connected during class time by the school technicians during the first week of term.

**How many devices can I have connected to the school?**

Only one device per student can be connected to the School. This device cannot be a smartphone or an iPad mini. Should you need to replace this device the new one can be
connected, however the old one will no longer function in the school. It is recommended that the old device is taken to the Communications Office to have the GWSC files removed.

Will connecting my device to the Glen Waverley Secondary College impact upon my home network connection?

The connection process to the GWSC network will not impact your home network connection.

Who do I see about warranty, insurance and software problems?

Warranty – you should contact the retail outlet you purchased the machine from or an authorised Apple dealer.
Insurance – it is recommended that you contact your house / contents insurer to add it on.
Software – Any software including the operating system is the responsibility of the owner and should be referred to a computer specialist outside of the school.