



iPad Best Practice

Williamstown Primary School's iPad Best Practice document serves as a guideline for teachers, students and families regarding best practices for safe, authentic and successful use of iPads within the school setting.

iPad- Best Practice Teacher

- Teachers will explicitly outline iPad usage within their planning documents.
- Students will be enrolled in Apple Classroom where designated tasks require the use of iPads. This enables teachers the most powerful tool in managing student workflow. Teachers will establish strong processes for this.
- Student digital learning expectations will be clearly displayed in the classroom at all times and discussed regularly.
- Teachers will have a strong understanding of all the apps that students are required to use.
- All classes to have an app list display poster outlining the purpose of each app.
- Web based searches should be teacher guided, scaffolded and sites defined according to capabilities of the students.
- iPads will be used for the purpose of higher order critical thinking skills, collaboration amongst teachers and students, creation of sharable content, research, student feedback and reflection responses.
There is no free iPad time.
- Core literacy & numeracy skills such as reading text from a book, writing with a pencil or pen, practising spelling words and the use of concrete materials in numeracy should not be compromised by the use of digital devices & tools.
- Specialist teachers will communicate their digital technology requirements through term overviews.

iPad –Best Practice Student

- Non-school apps organised in isolated folder
- iPad comes to school and is fully charged
- Ensure iPad has an appropriate cover (Students may choose to use Bluetooth keyboards)
- iMessage and other notifications turned off or disabled
- Read and sign the ICT student user agreement
- Undertake and complete the eSmart digital licence program
- Participate in eSmart student workshop
- Build understanding and skills in using school selected apps
- Use selected school apps appropriately and guided by teacher instruction

iPad – Best Practice Home

- Use family share to set up student Apple ID. (You **can** use **Family Sharing** on your iPhone, iPad, or iPod touch with iOS 8 or later, your Mac with OS X Yosemite or later and iTunes 12, or your **PC** with iCloud for **Windows**.)
- Download school apps from the app list.
- Place any non-school related apps in a separate folder.
- Parents should disable any apps that they do not want their child to use such as iMessage. (Parental Controls within family share provide parents with many control options).
- Parents should not message students during school hours.
- Ensure iPad is in safe working order with no dangerous screen cracks.
- Set home guidelines and expectations for the use of the iPad. (reference eSafety Commission)

- Parents should sit with their child to explore and understand the features and purpose of the school apps.
- If your child is allowed to use the iPad at home identify open family spaces the child is to use the iPad.
- Social Media such as Facebook, Instagram, Snapchat etc are 13+ apps and therefore not endorsed for student use.

iPad – School Best Practice Support

- JB Hi-Fi Education Purchase portal for Williamstown Primary Families
- Secure school Wifi certificate installed
- DET managed and secure student Google student account.
- Williamstown Primary Digital Learning Support Material (Available on Website)
- In school DET tech support
- Families may choose to use a Bluetooth keyboard for typing purposes.
- Student eSmart Digital licence Program

Frequently Asked Questions

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Why has the school chosen a BYOD program?

There are a number of reasons why Williamstown Primary school has chosen a 1:1 BYOD program over other device models.

- We believe it is the most effective and authentic way to implement the Department of Education's Digital Technologies curriculum.
- We believe a 1:1 BYOD program is an effective way to increase learning personalization and differentiation
- A 1:1 BYOD program is the most effective way to educate students on digital citizenship, file sharing and online collaboration.
- A BYOD iPad program will increase student's ability to access appropriate resources.
- The BYOD iPad program will reduce paper consumption across the school.

How is Williamstown Primary School's digital device model structured?

Williamstown Primary's digital device model sees a school based 1:2 iPad model in Year Three. Students in Year Three have the opportunity to bring their own iPad if they choose. We feel that this model will best support the transition into the preferred 1:1 model in Years 4-6.

Why has the school chosen iPads?

In researching device models the iPad was chosen due to its light weight portable capabilities.

Its strong battery life, entry level affordability, longevity, equipment camera and absence of moving parts. We feel the iPad is the best device for active learners who want to move. We believe this was the opposite when looking at netbooks and laptops.

Apple vs Android

The school has chosen Apple iPads over Android tablets due to the depth of education support for both teachers and students. The Apple platform delivers the most consistent and effective platform for education and gives the school the best opportunity to stay in sync across all year levels.

How much screen time will my child have due to the iPad program?

The Office of the eSafety Commissioner outlines the difference between guided educational screen time and entertainment screen time. To ensure a continued rich, high quality learning experience in the classroom all use of iPads are well planned with a direct purpose. Student do not use iPads an entertainment device at school and the school app list supports this practice. Williamstown Primary School looks to ensure that educational screen time is not experienced in isolation but often experienced in partners, small groups and with a teacher to encourage deeper thought and conversation. In essence there is no iPad free time.

As a guide there are 4 types of screen time. At school

Creative- making, creating and collaborating

Communicative- student to student & teacher to student feedback

Active- searching and researching

Passive- watching videos, movies and TV

Creative, communicative and active are at the core of any learning tasks undertaken at school with the use of a digital device.

Does the Google Apps for education platform meet security and privacy requirements?

Google Education Apps is a DET licence program carrying the same privacy and security that all department platforms hold. For a student to be enrolled there are 3 stages of department approval in which are all managed internally by the school.

Where is my child's Google data stored?

As the school's Google platform is Department licenced all data is stored on servers in accordance to department policy.

What Apps will I need to purchase and what are they used for?

Of the 17 school apps on the years 3-6 iPad program

3 are based around file and resource management,

14 are built around collaboration, creation and communication.

This is a purpose built strategy removing game based apps that may be an issue at home.

The app list covers the 4 years of the program with our aim to only have apps that will be used consistently across the 4 years and not just as one off items. A more detailed app list is distributed to all families.

Does the use of iPads mean that skills like handwriting, tactile manipulation and concrete materials are reduced?

Williamstown Primary highly values what we refer to as traditional skills. Writing in workbooks, using counting blocks, cutting and pasting and reading books will always be at the core of our teaching practices. Instead of replacing these skills we look to support these skills with digital technology where appropriate.

What resources does the school draw upon to implement this program?

There is a range of Department and Government organizations that the school continually looks to for guidance in this space. They consist of

- Department of Education and Training (FUSE)
- Victorian Curriculum and Assessment Authority
- The office of the eSafety Commissioner
- Alannah & Madeline Foundation, eSmart

Does the school have a shared pedagogical practice across all year levels.

Williamstown Primary School draws upon Dr. Ruben Puentedura’s SAMR model, Punya Mishra and Matthew J. Koehler’s TPACK framework, and DET’s (Formerly DEECD) e5 instructional Model when planning for the use of iPads and other digital devices within the classroom. These 3 layers of curriculum planning and implementation are at the core of discussions when planning for the use of iPads in the classroom.

(Further information on these models and framework can be found in the digital learning section of our website.)

What will my child need?

The best practice is an iPad device that runs the most up to date iOS operating system.

This is currently iPadOS and will ensure that all features are up to date

These devices currently are

12.9-inch iPad Pro	iPad (7th generation)	iPad mini (5th generation)
11-inch iPad Pro	iPad (6th generation)	iPad mini 4
10.5-inch iPad Pro	iPad (5th generation)	iPad Air (3rd generation)
9.7-inch iPad Pro		iPad Air 2

(Note: Older iPads operating iOS 12 will still work but some features may not be available)

Families should chose a device that best fits your budget and needs.

All iPads should have suitable protective cover and free from any screen cracks.

The school has set up a purchasing portal that through JB HI-FI Education solutions. This portal provides families with education pricing.

(If you require any advice on device selection, please contact Mat Montebello, Assistant Principal)

Do I have to buy a new iPad if we already own one?

No, students can bring family iPads to school. You are reminded that if your child is bringing a family iPad that there is no private information on the device and it is not synced to other family devices in which notifications and other communications will interrupt usage at school.

Can my child leave their iPad at school & will the school’s insurance

Students are unable to leave their iPads at school because they are not covered by the school’s insurance. They are required to take their iPad home each night to recharge the battery. (This information is from our schools insurer and they recommend adding your device to your home content policy if you have concerns).

How often will my child’s device need to be upgraded?

The life of a new generation iPad will be more than adequate over the course of the 3-4 years of the program, therefore we do not see any need to upgrade during this time.

Are students able to have an iPad with a SIM card and have 3G/4G access at school?

No, the SIM cards must be removed when they are at school for your child’s safety. A 3G/4G iPad is not the recommended version as it does not conform to our eSafety policy.

What happens if my child does not have an iPad at school?

The school will ensure that students have access to a digital device which may at times be shared. Students will still be able to perform many tasks on one of the school iPads. This will reduce their ability to personalize their learning if they do not have their own device.

Are the students able to take their iPad outside at recess or lunch times?

No, for security and safety of devices and other students, the iPads will remain locked in a class cabinet inside the building.

How will the school assist in taking care of my child's iPad.

While students are required to have an appropriate case for their iPad, Williamstown Primary has strict guidelines and processes to ensure the safety of each student's iPad.

- iPads must be in bags to and from school
- 8:50 bell indicates iPads are to be placed into secure cabinets
- Students are not allowed to take their iPads outside for recess and lunch (iPads are locked away during these times)
- Ongoing education around best practice and digital technology care.

Will my child be able to access the Internet at school, and is it safe?

Yes, it takes about 30 seconds to connect an Apple device to the school's wireless network for the first time, and they connect automatically after the initial configuration. They will automatically reconnect to your home Wi-Fi as soon as they are in range. Like all schools, Williamstown Primary School's Internet connection is filtered through the DET server for safety. Students will not use 3G or 4G sim cards on the iPads. They will have access to Wi-Fi only while at school so that the school can monitor and control applications used at school.

If you have any concerns regarding content access at home or school please contact Mat Montebello our Assistant Principal for guidance and support.

Will restrictions I have placed on my child's iPad affect their usage at school?

Yes it will. This is something you will need to manage at home. Our school network has a department filter on it and does a good job of blocking inappropriate sites. Occasionally when iPad restrictions are turned on, websites approved by teachers may be blocked.

(Refer to the schools family share settings)

What happens if my child leaves their iPad at home?

If your child leaves their iPad at home they will not be able to share another student's iPad and the school may not have an iPad for them to use. Therefore this may restrict your child's ICT usage for the day, but your child's teacher will modify work to allow for this.

Who is responsible for my child's iPad?

At all times your child is responsible for their iPad. The school has installed secure cabinets for when the devices are not being used. Students are not permitted to lend their iPad to another student. Students are advised to treat their iPads with respect and to be mindful of where they place the device. This item is covered in the student/parent/teacher usage agreement.

Further information on the integration of curriculum through the use of digital technologies (iPads) is available on the school's website on our Digital Learning Vision and Pedagogy Document.