

Brynteg School iPad loan scheme - Background to the scheme

Access to digital technology as and when it will make an impact on learning is an important part of our new curriculum model. Learning opportunities have been created which will give pupils the opportunity to use digital technology creatively as part of the learning process as well as being able to record their learning in a digital portfolio. At Brynteg we believe during the learning process, access to digital technology is as important as access to pens, pencils and paper and as such, we believe all pupils should have access to digital technology as and when required.

There is the opportunity for all of our pupils to have access to an iPad as part of a loan scheme. Pupils will be allocated a device, as well as a protective case and a stylus which would be theirs to use in school and at home.

This document sets out the conditions for the loan. It aims to guard against the theft or damage to the iPad; the protection of information and software stored on the iPad and to set out the appropriate & acceptable use of the device.

iPad loan Scheme Terms and Conditions

1. General

- 1.1 All iPad are issued to each student on a long-term loan but remain the property of Brynteg School.
- 1.2 Any data stored on the iPad, is subject to the General Data Protection Regulations [GDPR] and as such, should only be viewed by authorised persons;
- 1.3 Any breach of GDPR may result in the iPad being withdrawn from use;
- 1.4 Brynteg School can cancel this contract and retrieve the iPad at any time.

2. iPad Care

Pupils, supported by the parent/carer will:

- 2.1. Bring the iPad to school fully charged every day;
- 2.2. Carry the iPad to and around school in a suitable bag ensuring the charging cable has been removed.;
- 2.3. Treat the iPad with care as the screen can be damaged if subjected to rough treatment;
- 2.4. Not lean on the iPad screen;
- 2.6. Not place anything on top of the iPad [as this may cause damage to the screen];
- 2.7. Not decorate or customise the iPad and not allow it to be subject to graffiti
- 2.8. Ensure that the iPad is only used on a hard surface allowing ventilation and removing the risk of overheating.
- 2.9. The iPad comes with a protective cover which should not be removed under any circumstances

3. Theft & Damage

- 3.1. The pupil/parent/carer should take appropriate measures to protect the iPad, charging cable and case. It is recommended that an iPad sleeve is purchased which can then be used store the device inside a rucksack. When unattended, the iPad should be stored in a secure location.
- 3.2. The iPad must not be left in a vehicle, even if parked in a driveway or garage.
- 3.3. Should the iPad be stolen and you have been negligent, you will be charged the full cost of replacement.
- 3.4. If the iPad is stolen outside school, the police must be informed and a crime reference number

obtained before informing the school;

3.5. Should your iPad be damaged, you may be liable to be charged for the repair or replacement cost.

4. Software

4.1. The applications ('apps') required will be installed on the iPad by the Brynteg IT team - no attempt should be made to download other apps.

4.2. All pupils must comply with all trademark and copyright laws and all licence agreements;

5. Privacy & Monitoring

3.1 Brynteg School reserves the right(s) to:-

View any/all of the contents of the iPad.

View/access all transactions across the network.

View/access web history and emails

3.2 Illegal actions are covered by the following acts:

The GDPR (2018)

The Copyright, Designs and Patents Act (1988)

Obscene Publications Act (1959)

Theft Act (1968)

6. Technical Support

6.1. Pupils or their parents/carers will not attempt to repair any faults. All faults must be reported to & repaired by the Brynteg IT team as soon as it is noticed;

6.2. Software support is limited to the software installed by the Brynteg IT team.

6.3. It is the pupil's responsibility to ensure that their work is not lost due to mechanical failure or accidental deletion.

7. Usage requirements

7.1 iPads' should be brought to school every day and should be fully charged at the start of the day

7.2 Most modern rucksacks are perfectly appropriate for carrying an iPad. There are rucksacks which contain a protective section inside where the iPad can be stored. **IT IS STRONGLY RECOMMENDED THAT AN IPAD SLEEVE IS BOUGHT - IPADS CAN THEN BE STORED IN THESE BEFORE PLACING THEM IN A RUCKSACK.**

7.3. Where parents/carers have agreed to participate in the scheme, pupils MUST take the iPads home at the end of each day

7.4. There will be limited charging facilities in school if, for some reason, a pupil finds that the iPad does need to be charged

7.5. Should parents/carers not wish to be part of this scheme, an iPad will be available for their son/daughter to use in school but they will not be able to take this home

7.6 Pupils, parents and carers should attend briefing sessions and training opportunities offered by the school where necessary

By completing this form, you agree to participate in the iPad loan scheme and to the terms and conditions outlined above. You can choose to opt out, this means that your son/daughter will have access to an iPad in school but **will not be able to take this home.**