

BYOD Student iPad Agreement (MWSS)

Applies during school hours, on school grounds, and for school activities.



Purpose

This agreement supports responsible, safe, and educational use of student-owned iPads at Manly West State School (MWSS). It applies during school hours, on school grounds, and for school activities.

1) Student Responsibilities — Daily Readiness

- Bring my personal iPad to school each day, fully charged.
- Leave my charger at home unless a teacher asks me to bring it.
- Keep notifications silenced during school hours.
- Carry the iPad with two hands and walk while carrying it.
- Keep the iPad in my school bag when travelling to and from school.
- Keep food and drinks away from the device.
- Immediately report any damage, loss, or issues to my teacher and my parent/carer.

Student Responsibilities — Care & Identification

- Use a sturdy case and screen protection.
- Have my name and class on the lock screen so my iPad is easily identified.
- Store my device in the location provided during breaks and when directed by staff.
- Take responsibility for the security of my iPad while at school.

Use for Learning

- Use my iPad only to support my learning program while at MWSS.
- Follow teacher instructions at all times when using the device.
- Use email and other communication tools (including AirDrop/Bluetooth) only when a teacher instructs me to do so.

2) Online Safety & Communication

- Connect only to Education Queensland's Managed Internet Service while at school (mobile data off; SIM not used during school hours).
- Visit only websites and services that support my learning.
- Use only my school email account for school-related communication.
- Be cybersafe and respectful online; follow school expectations for digital citizenship.
- Contact my parents/carers through the school office, not via my device, during the school day.
- Do not use social media during school hours.
- Do not upload or distribute photos, videos, or recordings taken at school to any internet site.

3) Photos, Video & Audio

- Only take photos, videos, or audio recordings of students or staff when instructed by my teacher and for educational purposes.
- Store, share, and delete such media according to teacher directions and school policy.

4) Content & Software

- Allow teachers and parents/carers to check my iPad to ensure no illegal, inappropriate, or unsuitable apps, content, or profiles are installed.
- Use only legal software and respect copyright and software licences.
- Keep enough storage available for school use (apps, documents, and updates).
- Remove inappropriate content immediately if requested by staff.

5) Prohibited Uses (at school)

- Bypass or attempt to bypass school network settings, filters, or management controls.
- Use mobile data/SIM, personal hotspots, VPNs, or proxy tools.
- Access, create, store, or share offensive or otherwise inappropriate content.
- Engage in bullying, harassing, threatening, or discriminatory behaviour online or offline.
- Use the device before school, during breaks, or after school without teacher permission (including while waiting for pick-up/bus).
- Share my passwords or account details with anyone (except when requested by MWSS staff for servicing/security reasons).

6) Damage, Loss & Repairs

- Take reasonable care of my device at all times.
- My family is responsible for the cost of repairs, replacement, or insurance for my personal iPad and accessories.
- If the device is damaged or lost, I will report it immediately to a teacher and to my parent/carer so appropriate steps can be taken.
- MWSS is not responsible for personal device loss, theft, or damage.

7) Monitoring, Privacy & Consequences

- I understand that my use of the device at school is subject to monitoring to keep students safe and maintain a productive learning environment.
- If I do not follow this agreement or teacher instructions, consequences may include temporary or ongoing loss of iPad privileges, confiscation for collection by a parent/carer, behaviour consequences, and/or notification to school leadership.

8) Parent/Carer Responsibilities

- Ensure the iPad is suitable for learning, in good working order, updated, and fully charged each day.
- Provide a protective case and manage repairs/insurance as required.
- Supervise home use, discuss safe and respectful online behaviour, and support the school's expectations.
- Contact the school if there are concerns or questions about device use or wellbeing.

9) School Responsibilities

- Provide filtered internet access and secure storage locations during breaks.
- Set clear expectations for safe, respectful, and purposeful use.
- Teach and reinforce cyber safety, digital citizenship, and appropriate use.
- Communicate with families about device use concerns or incidents.

Acknowledgement & Agreement

Student

Name of Student: _____ Class: _____

Signature: _____ Date: _____

Parent/Carer

Name of Parent/Carer: _____ Date: _____

Signature: _____ Phone/Email: _____

Principal (or Delegate)

Name: _____ Signature: _____

Date: _____