



The
Grammar
School
Nicosia



1963

STUDENT IPAD USAGE POLICY

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The Grammar School, Nicosia

Student iPad Usage

1.1 General iPad Care Guidelines

- **Protective Case Requirement:** All students must purchase and use the protective case as specified by the School.
- **Screen Sensitivity:** iPad screens are sensitive to excessive pressure. Avoid placing heavy items (such as folders and workbooks) on the iPad screen or subjecting it to rough treatment.
- **Movement Precautions:** Avoid abrupt movements of school bags containing iPads to prevent damage.

1.2 Using iPads at School

- **Daily Use:** iPads are required at school each day for accessing school messages, announcements, planners, calendars, schedules, and classroom activities. Students must ensure their iPad is fully charged and brought to all classes.
- **Overnight Storage:** iPads must be taken home each night for charging. They should not be left at school overnight.
- **Sharing Policy:** Students should not lend or share their iPads with others unless directed by a teacher.
- **Forgotten or Uncharged iPads:** Students who forget their iPad or fail to charge it are responsible for making up any missed classwork or homework. The school will not provide spare iPads.
- **Repeated Non-Compliance:** Students who fail to bring a charged iPad to school three or more times in a term will be subject to the school's "**Discipline Policy**".

1.3 Non-Acceptable Usage in Class/School

Students are expected to adhere to the **proper usage guidelines**. Any student failing to follow these guidelines will be reported by the teacher and will face consequences as outlined in the "**Mobile Phone Use Policy**" and the "**Discipline Policy**".

The following are considered violations:

1. Using Airdrop without teacher permission.

2. Disrupting lessons with improper use of sound, music, or notifications.
3. Accessing the internet or games during class or break time without teacher permission.
4. Using prohibited apps, such as TikTok, Instagram, Facebook Messenger, WhatsApp, etc.
5. Storing or displaying abusive or offensive language.
6. Sending or receiving iMessages, using FaceTime, or searching for inappropriate content during school hours.
7. Accessing another student's device, applications, or content without permission.
8. Storing or displaying offensive or inappropriate photos, images, or videos.
9. Recording sound or video in class without permission.
10. Capturing images without permission.
11. Uploading any media content captured at school to social media.

1.4 Security - Before, After, and During School

- Security Responsibility: The security of the iPad is the responsibility of the parent outside school hours.
- Usage Restrictions: iPads are not permitted for use before or after school, on school grounds. They must remain in the classroom during break time.
- Classroom Security: Classrooms will be locked when not in use. Students are responsible for transporting their iPads to specialist classes as needed.

1.5 Parent/Guardian Responsibilities

A signed copy of the parents' responsibilities was signed by the parents of class 1 and returned to the school.

Parents are expected to be involved in their child's digital education and online safety. The following are expected of parents:

- **Device Safety and Compliance:** Ensure that the iPad is kept safe and used according to school guidelines.
 - **Home Use Monitoring:** Allow their child to use the iPad for homework and coursework at home while monitoring and overseeing its use.
 - **Online Safety:** Ensure the online safety of their child by monitoring internet use.
 - **Insurance Awareness:** Be familiar with any iPad Insurance Plan details to cover accidents, theft, or misuse.
 - **App Management:** Ensure non-educational apps are organized in a “Home” folder.
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