

2024 Handbook



Technology Years 4 - 6

Parent/Guardian Information

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Technology Years 4 - 6

At Aspley East we believe in the need to help your child be more independent, self-managed and take responsibility for their learning.

Aspley East State School 4 – 6 classes:

- Prepare students to be agile 21st century learners.
- Encourage engaged and responsible students with good self-management. Students are expected to be prepared for lessons and have personal responsibility for their own equipment.

- Enable students to be taught using the latest technology and educational apps.
- Enable teachers and students to easily engage in learning.
- Enable time efficient learning (i.e. there are no computer wait times and no sharing of devices).
- Enable flexible learning (e.g, students can continue to learn remotely during periods away from school).
- Prepare students for future education with high schools and universities moving to BYOD learning formats.

Digital Technology

Aspley East State School embraces technology and we are committed to preparing students for their future.

- All students from Prep – Year 6 will have ready access to digital technologies to support learning. In years 4 – 6 this is enhanced with 1-1 iPads for students to use in their learning. The iPad is designed to be a learning tool and we want to ensure that our students can access this sophisticated tool at any point of time during the school day.
- Students in years 4 – 6 are able to:
 - bring their own device,
 - loan a device from the school.
 - access an equity iPad in the classroom.
- Our aim is to blend traditional learning methods and technology to ensure our learners are engaged in their learning.
- iPads are used in student learning when they are identified as being the 'best tool for the job'. A number of 'Must Have.'

apps are identified on the 'iPad Requirements' document. There is only one paid application, and the rest are free apps to be downloaded by the student **before** they begin the school year.

- We want our Aspley East Learners to be confident, capable, and responsible users of technology. Expectations around the use of iPads are identified in the Digital Citizenship Contract that every student will read and co-sign with their parents.
- Cyber Safety and responsible use lessons are explicitly taught in every classroom.



Questions & Answers

How much time do students spend on the iPad?

The use of technology in every classroom is usually dependent on what access is available to school resources. Because students have access to their own device they can access it when required for their learning.

Do students still do work in books and use pens and pencils?

Yes! Some of the student's resource scheme money you have paid goes to providing the booklist requirements.

Although we use the iPads to set up electronic workbooks for students, they also have normal exercise books in the classroom that they work from.

What about screen time?

Every classroom has access to and utilises screens for the majority of their direct teaching time. The benefit for your child is that the work they have is directly in front of them on their own screen. As we have mentioned, we don't use it all the time.

The longest session we have at school is 2 hours before students must leave the room, go outside, eat, have a break from screens and play.

We would encourage you to have similar routines with your children outside of school time setting maximum screen times and ensuring breaks, outside play and sport.

How do we deliver curriculum?

Aspley East State School covers the Australian Curriculum in every classroom. Your child will be exposed to and assessed on the standards relevant to their year level or individual program.

The technology allows us to personalise the curriculum more efficiently. Students also are taught to and encouraged to explore, investigate and research often. The technology also allows students to demonstrate their learning in a number of different ways.

Using iPads in the classroom?

The iPad is simply another tool in the toolbox to help students to become better learners. We know that knowledge is no longer as powerful as it once was. Being able to find knowledge, analyse it, authenticate it and rationalise it are skills we need to develop.

The iPad is about helping your child become better 21st Century Learners and preparing them for their future. We know we are on the right track, and you need to have faith in both your child and our staff that we are on the right path.

Yes, there may be times when it gets hard or the whole concept challenges your child's ability to be a self-managed learner and they may fail at some things. That's okay, better to learn and grow from these experiences now than when it really counts for their future career or other goals.



Do we monitor what the students are doing on their iPads?

When working online at school, students are still working behind the department's firewall which tracks and traces their every move and also prevents them from accessing inappropriate sites or content. Students log in to the system using their school username and password.

Teachers have a special application called 'Classroom', an Apple app that allows them to see every iPad in the classroom. Teachers use this app to be able to see all iPads at once. They can see what app every student is using and even bring up what a student is viewing on their own iPad screen. Teachers can also lock a student out of their own iPad and or virtually take control of the iPad during a lesson preventing students from using the device while a direct lesson is occurring.

What about at home?

Good question. Using our own digital citizenship contract, parents must set up their own home rules, expectations and procedures. It is also your responsibility to setup processes at home to prevent your child from accessing inappropriate content.

You are the parent. It is your home, your rules and you set up the procedures for your child at home. We will support you to enact your rules, procedures and consequences at home. Equally we would expect that support is reciprocated here at school.

Who is responsible for any damage to an iPad?

As you are the parent/carer you will be responsible for any damage to the iPad. You need to check the iPad is covered on your insurance policy. Remember to discuss with your child the proper care of the device.

How is the iPad safely managed at school?

When your child arrives to and departs from school, they must keep their iPads in their protective case within their school bag. They only take their iPad out of their bag when they are inside their classroom. Your child is responsible for their iPad and are only allowed to touch their own iPad. iPads are packed away in their classroom trays when they are at specialist lessons, playtime or away from the classroom.

Classrooms are secured while the students and teachers are away.



iPad Requirements

* iPads and accessories can be purchased from the retailer of your choice.

Preferred iPad Model
iPad (9th Gen) 64GB Wi-Fi



Acceptable iPad Models:

- iPad (6th generation or higher)
- iPad Air (3rd, 4th and 5th generation)
- iPad Pro 12.9-inch (any generation)
- iPad Pro 11-inch (any generation)
- iPad Pro 10.5-inch
- iPad Pro 9.7-inch

All iPads MUST run iOS 17.0 or greater.

Unacceptable Devices

Any iPads not listed above.



Any Surface or
Android Tablet



iPad mini



iPhone or iPod



Any laptop

Students must also have –

Suitable iPad Keyboard case.

e.g. Apple Smart Keyboard
Logitech Slim Folio
Logitech Rugged
STM Dux KB/Case



Suitable stylus.

Preferred is the Apple Pencil but
many others are also acceptable.



Headphones – student's preference

Corded or Bluetooth



iPad travel case.

Usually a Laptop/Tablet sleeve
of Neoprene material. This **must**
fit inside the student's school
bag.



* **Screen protector, AppleCare and insurance – are all recommended but are optional.**

Family Sharing - Sharing iTunes account

One adult in the family — the family organiser — can set up Family Sharing for the group from their iPhone, iPad, iPod touch or Mac. If you turn on purchase sharing, you'll be asked to confirm that you agree to pay for purchases initiated by the family members you invite and that you have a valid payment method on file. Valid payment methods for setting up Family Sharing include credit cards and debit cards.

On your iPhone, iPad or iPod touch

1. Go to Settings.
2. Tap your name.



3. Tap Family Sharing, then tap Set Up Your Family.
4. Follow the onscreen instructions to set up your family and invite your family members.

Go to <https://support.apple.com/en-au/HT201088> for more information.





Aspley East State School

Digital Citizenship Contract



At Aspley East State School, we:

- reinforce the Student Code of Conduct values and behaviours when using any device and the Internet.
- follow one golden rule – 'Use my iPad only as directed by the teacher'
- promote cyber-safety and responsible use of any device across the school according to Education Queensland policies.

When I use my device, I will:

- be responsible for the care of any technological devices and equipment (stylus, keyboard and headphones.)
- make sure my iPad, keyboard, stylus and headphones are fully charged every day before I come to school.
- use school programs and school apps on my iPad when I am at school.
- clearly label all my equipment (iPad, stylus, keyboard and headphones.)
- not participate in online bullying, including forwarding messages written by others.
- not use any messaging applications or tools whilst at school, unless directed by your teacher.
- use kind words when speaking to friends online.
- not talk to strangers online.
- not take photos or videos of people without their permission.
- report to a trusted adult when people are being unkind to me or others online.
- keep myself and my friends safe by not giving out personal details including full names, telephone numbers, addresses and images.
- protect my passwords.
- not go looking for rude or offensive sites.
- not use my device before or after school (when at school.)
- not take my device out during play times.
- remember that the content on the web is someone's property and ask my teacher or a parent/caregiver to help me get permission if I want to use information or pictures.

Student Agreement

I have read and agree to follow these rules. I understand that my access to the device and internet may be withdrawn if I do not act responsibly.

Student name: _____ Student signature: _____ Date: _____

Parent Permission

I agree to allow my child to use the internet and their iPad at school. I have discussed the scenarios, potential problems and responsible use of the internet with my child. I will contact the school if there is anything here that I do not understand. If there is a situation that concerns me, I will contact the school.

Parent/Caregiver name: _____





Parent/Caregiver signature: _____ Date: _____

Parent/Caregiver email/online contact: _____











Must have Apps: Aspley East State School – Paid iPad Apps

Icon	Name	Price
	Green Screen by Do Ink	\$7.99











Aspley East State School – Subscription apps & Websites

Icon	Name	Price
	IXL	Access is included. once the School Resource Scheme is paid.
	Reading Eggs	
	Sunshine online	
	Sora, by OverDrive Education	

Microsoft Office apps to be downloaded (requires school login)

Icon	Name	Price	Icon	Name	Price
	Microsoft Word	Free		Microsoft PowerPoint	Free
	Microsoft Excel	Free		Microsoft OneNote	Free
	Microsoft OneDrive	Free		Microsoft SharePoint	Free
	Microsoft Teams	Free		Microsoft Lens	Free
	Microsoft Office	Free		Microsoft To Do	Free
	Microsoft Edge	Free			

Free iPad apps to be downloaded

	Swift Playgrounds	Free		iMovie	Free
	Hopscotch: Learn to Code Creatively	Free			
	Stop Motion	Free		Apple Classroom	Free
	Sketchbook	Free		Calculator	Free
	Dictionary	Free		Scratch Jr	Free
	NAPLAN Locked Down Browser	Free		Popplet lite	Free
	Geoboard, by MLC	Free		Garage Band	Free
	Fractions, by MLC	Free		Math Clock, by MLC	Free
	Number Pieces, by MLC	Free		Pattern Shapes, by MLC	Free
	Number Line, by MLC	Free			

First Day Expectations

The first day is an exciting day and will run smoothly if the student feels prepared. We ask that **all apps are uploaded** and that your **child has full access to the iPad**. We have a great safety net which filters all websites for appropriateness and will keep the student safe online. We will begin digital citizenship lessons within the first week and discuss the digital citizenship contract on the first day.

Students need to know the passwords for their iPad. Students should know how to enable their keyboard and stylus on their own. Each day the

iPad needs to come fully charged and in working order.

On the morning of the first day, we ask that students **keep the iPad in their bag** and on their backs until they come into the room. We will then instruct them on how they can safely unpack their bags and where to put their lunch boxes and drink bottles etc. We will have all of their books and stationery ready for them.

Students with school supplied iPads will already have all must have apps downloaded and necessary equipment ready for them to use.

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To do list

- Decide on how your child will access an iPad for 2024 (bring your own, loan from the school or Equity iPad).
- Read through the digital citizenship contract and remind your child about their responsibilities.
- Create home expectations for ICT usage. <http://www.thinkuknow.org.au/resources-tab/parents-and-carers>
- Develop storing, charging and packing routines at home.

*** If loaning from the school you do not need to do the steps below:**

- Purchase an **iPad** capable of running the latest iPad iOS (See iPad requirements). All students must have named equipment –
 - iPad travel case,
 - headphones,
 - suitable stylus
 - and suitable iPad Keyboard case.
- Set up the iPad – Passcode that your child and you will remember.
- Set up iTunes account (family sharing).
- Download the **must have apps** ready for the first day. **We will be using the iPad on the first day.**



