Innovate2Educate Partnership

Digital iPad Device & Technology Acceptable Use Policy

Trust Vision and Purpose

Innovate2Educate Partnership is committed to providing every student with access to digital technology that enhances learning opportunities and prepares them for life in the 21st century. Our whole trust approach ensures age-appropriate technology use across all our schools.

This Acceptable Use Policy (AUP) establishes the framework for responsible, safe, and respectful use of digital devices and technology across all academies in our Trust, whilst allowing individual schools to personalise specific elements to reflect their unique character and needs.

Trust Core Principles

Digital Citizenship

All students, staff, and families are expected to demonstrate:

- **Responsibility** - Taking ownership of actions and their consequences

- **Respect** - Treating others, equipment, and digital spaces with dignity

- **Safety** - Protecting themselves and others in digital environments

- **Learning** - Using technology primarily to enhance educational outcomes

Trust Standards

All academies within the **Innovate2Educate Partnership** will:

- Provide appropriate digital devices and infrastructure to support learning

- Ensure robust safeguarding and filtering systems are in place

- Deliver comprehensive digital citizenship education

- Monitor device usage in accordance with safeguarding policies

- Apply consistent consequences for policy violations

Our Framework

First Schools

Device Programme: Individual iPads for school use and home use (determined by families participating in the parental agreement scheme)

Focus: Digital foundation skills and online safety awareness

Middle Schools

Device Programme: Individual iPads for school use and home use (determined by families participating in the parental agreement scheme)

Focus: Developing digital responsibility and creative technology use

High School

Device Programme: Individual iPads for school use and home use (determined by families participating in the parental agreement scheme) with increased autonomy

Focus: Digital leadership, academic excellence, and preparation for further education/employment

TRUST-WIDE PROCEDURES

Incident Reporting and Response

For All Schools:

1. **Immediate Response:** Report any safeguarding concerns to Designated Safeguarding Lead immediately

2. **Technical Issues:** Contact school IT support via the IT Helpdesk

3. **Damage/Loss/Theft:** Report to school office within 24 hours

4. **Policy Violations:** Addressed according to school behaviour policy and this AUP

Insurance and Repair Procedures

- All devices covered by Trust insurance policy for accidental damage

- Excess charges may apply: currently £50

- Malicious damage: Full replacement cost recovery from families

- Loan devices available during repair periods where possible

Data Protection and Privacy

All users must understand that:

- School systems are monitored by 'Securly' for safeguarding and educational purposes

- Personal data will be handled in accordance with GDPR and Trust Data Protection Policy

- Students have no expectation of privacy when using school devices and networks

- Appropriate personal use is permitted within policy guidelines

- Data will be securely managed and deleted when students leave the Trust

Review and Updates

This policy will be reviewed annually by the Trust Digital Learning Committee. Individual schools may request amendments to school-specific sections at any time through their Headteacher.

Next Review Date: September 2026

MIDDLE SCHOOLS Pupil Agreement

Ryecroft CE Middle School

Student Agreement

I understand that my iPad is a powerful learning tool that comes with important responsibilities. I agree to use it safely, respectfully, and primarily for educational purposes.

My Digital Responsibilities

Device Care:

- Keep my iPad in its protective case at all times

- Bring my iPad to school fully charged every day (minimum 90%)

- Keep the iPad away from food, liquids, and extreme temperatures

- Transport the iPad safely in my school bag

- Never lend my iPad to others

- Report any damage, faults, or loss immediately to school

Safe Digital Citizenship:

- Use only approved apps and websites

- Never attempt to bypass school security settings or filters

- Keep my passwords secure and never share them with others

- Report any concerning content or online experiences to school immediately

- Use appropriate language in all digital communications

- Respect the privacy and digital property of others

Learning Focus:

- Use my iPad primarily for educational activities

- Follow teacher instructions regarding app and website use during lessons

- Save my work in approved locations (school TEAMS network/OneDrive)

- Only download apps and content approved by the school

- Participate positively in collaborative digital projects

Digital Conduct:

- Never take photos, videos, or audio recordings of others without explicit permission

- Avoid engaging in or encouraging cyberbullying behaviours

- Report any incidents of inappropriate online behaviour

- Represent our school positively in all online interactions

What I Must Not Do

Prohibited Activities:

- Access inappropriate, illegal, or harmful content

- Use social media during school hours (unless specifically permitted for educational purposes)

- Engage in online gaming during lessons

- Share personal information with unknown contacts

- Attempt to modify, "jailbreak," or tamper with iPad settings

- Use the iPad for commercial purposes or illegal activities

- Download or share copyrighted material without permission

Consequences: Misuse of technology may result in:

- Temporary restriction of iPad privileges

- iPad confiscation for a specified period

- Parent/carer meeting and involvement

- Formal disciplinary action in line with school behaviour policy

- Permanent removal of home-use privileges

Parent/Carer Agreement

Home Supervision:

- Monitor your child's iPad use at home while allowing appropriate independence

- Discuss digital citizenship and online safety regularly

- Set reasonable boundaries for recreational screen time

- Ensure your child completes homework and school projects as priority

Device Management:

- Ensure the iPad is charged overnight and ready for school each morning

- Provide a suitable, secure space for the iPad when not in use

- Supervise the installation of any approved entertainment apps

- Report any damage, loss, or technical concerns to school immediately

- Take responsibility for repair/replacement costs resulting from negligence or misuse

Supporting Learning:

- Encourage your child to use the iPad primarily for educational purposes

- Attend parent information sessions about digital learning when offered

- Communicate with school about any digital learning concerns

- Support school policies regarding iPad use

School Responsibilities

Device Programme:

- Provide iPad, protective case, and charger to each student

- Install age-appropriate educational and approved entertainment apps

- Maintain robust filtering and monitoring systems

- Provide technical support and maintenance during school hours

- Offer replacement devices for repairs when possible

Education and Support:

- Deliver comprehensive digital citizenship curriculum

- Provide training for students and parents on effective iPad use

- Monitor student progress and digital engagement

- Respond promptly to technical support requests

- Maintain clear communication with families about the programme

AGREEMENT SIGNATURES

Please read this document in full prior to completing the online form,

Student Declaration and Parent/Carer Declaration

Please click on the link or QR code below to complete this declaration

https://forms.office.com/e/ryaW6KbKW1   **or**