

Penponds School Home School Agreement for online-learning Programme

Tregonning class 2016-2017

Using e-learning brings learning right into the 21st century. It gives learners the opportunity to learn at their own pace, and for learning at home to be more structured and effective.

We believe that e-learning will give every learner the opportunity to progress faster and achieve more. We also believe that it will help to strengthen relationships between home and school.

HOME SCHOOL AGREEMENT

To help ensure that e-learning is a big success at Penponds School and that we get maximum value from our investment in your children, we invite you to commit to the principles outlined in this agreement. As a school we are prepared to provide all of the back-up and resources needed to make this work, but we also need the commitment of parents and students.

As you read through this leaflet you will see a summary of the e-learning commitment that the school is making to the students and to you as parents. It also outlines the commitment that will be needed from the home, and from the children themselves, to make this work.

When you have read these sections we invite you and your child to sign the agreement and return it to school. This will help to ensure that we are all working together to achieve success.

Remember that using an iPad mini is a privilege, not a right, and should be used in a responsible and ethical manner at all times.

TERMS & CONDITIONS

- Failure to take reasonable care or to abide by the other conditions in this document may result in the iPad mini being reclaimed. The school reserves the right to claim financial recompense in such cases
 - The iPad mini should be charged at home overnight, but the school cannot accept responsibility for electricity costs
 - The iPad mini and its software will remain the property of the school
 - Ensure that the iPad mini is returned either at the end of the two years or if the student leaves the school for whatever reason before then, or at any other time upon the request of a member of staff
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THEFT:

A stolen iPad mini must be reported to the school as soon as possible where you will be required to fill in a Theft form. From there the police will be notified and a crime number assigned.

We will not cover the cost for replacing the iPad under the following circumstances:

- The iPad mini was left in plain view in an open bag or unlocked locker, car or house
 - The iPad mini was stolen due to negligence, careless behaviour or unwise use in or out of school
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THE SCHOOL WILL:

- Provide an iPad mini for the use of your child for the length of the programme
 - Provide a case to protect the iPad mini
 - Provide the Apps and Resources required for educational purposes
 - Make sure that the iPad mini is covered by insurance for use in and out of school for study purposes, providing reasonable care is taken to prevent loss or damage
 - Provide secure storage for the iPad mini when it is not needed for any particular lesson
 - Provide on-going support for the iPad mini
 - Ensure that the iPad mini is protected against computer viruses
 - Give parents and learners a proper introduction to using and caring for the computer and the software
 - Teach students to use the iPad mini safely
 - Monitor the use of the iPad mini both remotely and directly in and around school
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AT HOME WE WILL:

- Ensure that our child understands how to care for and protect their iPad mini
- Report any loss or damage (including accidental loss or damage) within one week
- Report any faults in hardware or software promptly
- Ensure that your child understands that the device is primarily for educational purposes and that it is always in a state to work with

- Pay a £50.00 contribution toward the cost of a second breakage
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AS A STUDENT I WILL:

- Look after my iPad mini very carefully all of the time. It will be kept in its case and stored securely when not in my possession
 - Take responsibility for setting up a secure password and not sharing them with other students
 - Create a lock screen for my iPad mini which shows my name and class
 - Bring it to school every day fully charged, unless I have been told not to
 - Take care when the iPad mini is transported that it is as secure as possible (e.g. not visible in a vehicle; not left unattended on a bus; not advertise ownership of my iPad mini)
 - Make sure the iPad mini is not subject to careless or malicious damage (e.g. as a result of horseplay)
 - Ensure my iPad mini is only used for educational purposes whilst in school
 - Regularly back up my iPad mini as instructed by the school
 - Allow staff to access their iPad mini to check for inappropriate materials. I understand that staff will be allowed to remove inappropriate resources
 - I will always act on the advice of the school in the safe use of this device
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AS A STUDENT I WILL NOT:

- Use my iPad mini for any form of cyber bullying or use for sending, accessing, uploading or distributing any insulting, threatening, pornographic, violent or obscene material
 - Use my iPad mini for sending mass emails (spamming)
 - Remove the iPad mini from its case
 - Use my school email account for any form of commercial or financial gain
 - Decorate or customise the iPad mini or its case, etc, and not allow it to be subject to graffiti and return it to the school. This will help ensure that we are all working together to achieve success
 - Take photographs or videos without the permission of the subject. I will not upload or share these images with anyone without the permission of the subject
 - Install age-inappropriate games and content
 - I will not use any software or other method to break any of the security systems in place on my iPad mini Any detection of this kind of software will result in sanctions and possible temporary confiscation
 - Use my iPad mini to access VPN (virtual private networks). These apps whilst available on the App store allow the user to bypass any school internet security protocols and access blocked websites or social networking sites
 - Physically decorate, customise or use graffiti on the case
 - Take photographs or videos without the express permission of the subject, nor upload and share these images
 - Delete any software I have been asked to install
 - Use the iPad mini for any illegal and/or anti-social purpose, including access to inappropriate Internet sites
 - Use my iPad mini for any form of cyber bullying
 - Use my iPad mini for any illegal and/or anti-social purpose, including access to inappropriate websites
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BROKEN iPad mini:

Unfortunately, iPad minis on occasion do get broken and this is the procedure should the need arise:

A broken iPad mini must be reported straight away as we only have a week's window to claim on the insurance, even if it is during the holidays. All breakages must be reported even if it is a tiny crack in the screen and a form must be completed.

1st Breakage: your iPad mini will be returned to you and the insurance will cover the repair

2nd Breakage: you will be responsible for a £50 charge that will go towards the repair of the iPad mini. Payment should be completed through the school office and the iPad mini will not be sent off for repair until payment has been received.

3rd Breakage: you will be asked to contribute a further £50 and can choose between the 2 following options:

- Opt out of the scheme and the iPad mini can only be used in school – it can be collected first thing in the morning and returned after final lesson
- Remain in the scheme but commit to contribute £50 for each future claim for repair of the iPad mini following any future damage

We will not support the following breakages so you will be required to pay for:

- Deliberate and wilful damage to the iPad mini

During the time it takes to repair the iPad mini we have a limited stock of iPad minis to loan for the day which must be returned at the end of the school day.

Please sign this tear off slip and return it to the school as soon as possible:-

STUDENT'S AGREEMENT

I agree to abide by these terms in my use of the iPad mini

Name:

Class:

Signed

Date:

PARENT'S AGREEMENT

I agree to my child having the use of the iPad mini on these terms

Signed

Date:

HEADTEACHER'S AGREEMENT

I agree on behalf of the school to provide an iPad mini on these terms

Signed

Date: