

School Rules for iPad Utilisation

- a) At school a pupil is allowed to use only an iPad which is supervised by school. This enables downloading applications at a distance, as well as setting the rules (e.g. blocking the contents, adding restrictions, resetting forgotten passwords).
- b) Pupils must have their iPads at school fully charged every day.
- c) The school provides the pupils with the login data to the school apple ID, which is owned by the institution. In case of loss and/or forgotten password, the school provides their recovery. A pupil does not log out of the school apple ID in iCloud, he/she constantly stays logged in. In other applications, such as iTunes, AppStore, Facetime, and mailbox pupils may have their own apple ID.
- d) Parents need to ensure that iPad has a suitable cover in order to prevent damages.
- e) iPad needs to have enough of available memory. In case of unavailable memory, pupils delete their personal applications and photos first.
- f) iPad needs to be charged only with the original charger which is a part of the package.
- g) During school time, including the breaks and School Club, it is forbidden to play any games (including online games), listen to music through headphones, watching movies and youtube videos, communicating through e-mails, chats (Viber, Facetime, etc.) unless a teacher instructs it. When a breach of these rules occurs, we follow the School Rules and Procedures.
- h) Using of iPads during breaks is forbidden unless it is needed for educational purposes, and then a pupil can ask the supervising teacher to use the iPad. The supervising teacher decides if the work on iPad is necessary and needed for education.
- i) It is forbidden to use iPads in the School Club, with the exception of Teens Club for educational purposes for projects under the supervision and according to instructions of the School Club teacher.
- j) Pupils are forbidden to take photos, make videos of their classmates and teachers, and publish these. If a pupil will breach rules regarding taking pictures or videos of classmates or teachers by iPad, there will be consequences according to School Rules and Procedures.
- k) Locked iPads are insured for theft within school premises.
- l) Insurance does not cover theft of a forgotten iPad, or any iPad damages.
- m) In case of any technical issues, school has a technician available for maintenance of iPads.
- n) In case of a defect, there is a warranty for iPad.
- o) In case that a pupil does not want to rent an iPad from the school, it is possible to use own iPad. However, pupil still needs to follow the same abovementioned rules as other classmates.
- p) During lessons, breaks and School Club, a teacher can use the Classroom application for monitoring or navigating (especially with younger pupils) of pupil's work on iPad.
Through Classroom application, the teacher can only see the pupil's monitor; i.e. only the thing a pupil is working on currently. Through this application, it is not possible to see any other parts of iPad (e.g.

photos, personal messages), if the pupil does not have it turned on and active during a lesson. It is only possible to connect to the pupil's iPad during the lesson when the teacher is close to the pupil. Classroom application (via Bluetooth) does not make it possible to monitor anything on the iPad outside of the school.

q) During lessons, pupils must have Bluetooth and wifi turned on.