



Junior School iPad Code of Conduct

19 June 2018

The purpose of this code is to promote **consideration for others, courtesy, respect** and **appropriate behaviour** in line with Kingsmead's ethos. It is hoped that the following will develop appropriate iPad etiquette at school.

1. Social networking, and all other forms of digital communication is not permitted during school hours, unless otherwise specified by teachers.
2. In the event of an emergency, students are prohibited from contacting parents before first speaking to a member of staff. The school takes responsibility for dealing with emergencies, the safety of the students, and for contacting parents in the case of such emergencies.
3. In the event of illness at school, students should not contact parents. The sanatorium sister, or other professional member of staff, will contact parents if necessary.
4. Students are encouraged to develop responsibility for themselves and their belongings. They may not use their iPads to contact parents to deliver items from home.
5. iPads should be switched to mute during all lessons, assemblies, other formal school occasions so as not to disturb these events in any way, unless otherwise requested by teachers.
6. Kingsmead College and the staff of Kingsmead College are not responsible for theft, loss or damage of iPads. Students have their iPads on school property at their own risk.
7. iPads are to be stored in allocated lockers, during assembly, break periods, Physical Education lessons and extra-murals. There are cameras surveilling these areas. Each student has their unique combination for their locker, which must be kept private.
8. iPads may not be used during break periods. They may only be used during lessons, unless otherwise requested by teachers.



9. Should a student's iPad be damaged, they will need to sign for a school device with Mrs. Hastings-Brown. This device may only be used during school hours and must be returned by the end of the day.
10. iPads are to be used strictly for work purposes and no games may be played during school hours.
11. It is the responsibility and duty of each student to keep the "Essential Apps" as notified by the school, as well as iPad software, updated.
12. Kingsmead takes cyber-bullying very seriously and views it as unacceptable behaviour. Each case will be investigated and dealt with according to our restorative learning philosophy as outlined in the discipline and bullying policies.
13. All iPad covers need to be kept in good condition. No pictures or stickers are permitted. The screen should be cleaned regularly.
14. The charging of iPads is the responsibility of each student and should be done at home.
15. It is the responsibility of the student to make sure that their cellphones are switched off and locked away in their private lockers before the start of each school day. These devices are not to be used during the school day. Should this not be adhered to, the device will be removed from the student and returned to a parent or guardian.