CONTEMPORARY LEARNING PROGRAM

supported by 1 to 1 devices in Years 4 to 6 in 2025

FAMILY HANDBOOK

1 to 1 Devices - Policy and Guidelines

SUPPORTING INNOVATIVE CONTEMPORARY TEACHING AND LEARNING

at St Catherine's Primary School, Wishart

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1 to 1 Devices: An Educational and Catholic Imperative

As a Catholic Christian community, we educate all to live the gospel of Jesus Christ as successful, creative and confident, active and informed learners empowered to shape and enrich our world.

(BCE Learning and Teaching Framework 2012)

The Australian Curriculum reflects the Alice Springs (Mparntwe) Education Declaration that young people are entitled to develop the knowledge, skills and confidence to make ICT work for them at school, at home, at work and in their communities.

The Australian Curriculum describes specific knowledge, understanding and skills about technology and its use in ways that are interactive, multimodal and provide flexibility across contexts and audiences. Ways to use, share, develop and communicate with ICT are named within the content of individual Learning Areas of the curriculum and the use of ICT is integrated across all Learning Areas through the Digital Literacy General Capability.

Catholic Education is called to meet the challenges of learning in a digital age. Expressed in the words of Pope Francis, "*The revolution taking place in communications media and in information technologies represents a great and thrilling challenge; may we respond to that challenge with fresh energy and imagination as we seek to share with others the beauty of God.*" (Pope Francis, 2014).
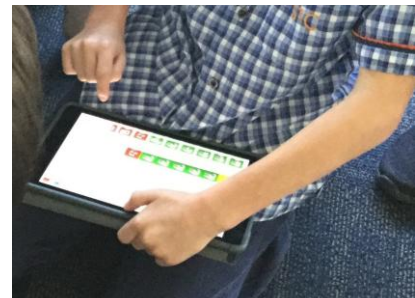
Learning and living are not two separate endeavours that students engage with in isolation. Technologies and their uses are pervasive across all areas of our society and modern living. In response, we need to ensure that learning can take place in flexible, resource-rich environments where technology supports connected, real life and real time learning and teaching.

St Catherine's School Covenant outlines the Vision, Values and Commitment of St Catherine's School Community. Our focus on the whole person underpins the way in which learning and teaching are planned, organised and enacted in our school. As a Catholic Christian community we educate all to live the gospel of Jesus Christ as successful, creative and confident, active and informed learners empowered to shape and enrich our world. We educate our learners explicitly within a Catholic view of the curriculum to be literate, numerate, critical and creative, ethical, socially and personally capable, inter-culturally capable and ICT capable.

What is a 1 to 1 program?

One-to-one (1 to 1) learning provides every student and teacher access to his or her own mobile device in a wireless environment allowing students to learn at their own pace and ability levels. 1 to 1 initiatives have gained momentum worldwide and are increasingly seen as a key to transforming education and better preparing students to succeed in a global world.

In a 1 to 1 program, access to a personal mobile device (such as an iPad) and the Internet enables students to be self-directed and receive highly personalised instruction. Teachers can create personalised learning opportunities for each child, addressing his or her unique needs. Students use their personal devices to research, complete homework and academic coursework, access reading material, manage notes and calendars, solve problems, create multimedia and multimodal texts, collaborate on team projects and communicate via email. At the same time, they gain valuable 21st century skills that will be beneficial throughout their lives and careers.

1 to 1 Devices at St Catherine's

St Catherine's provides contemporary learning spaces which offer flexibility and opportunities for collaboration, independence and connectivity to global resources. Throughout Years 4, 5 and 6 at St Catherine's, students' learning is supported by 1 to 1 access to portable, connected technology - the Apple iPad.

St Catherine's approach to contemporary learning is developed out of the following emerging issues related to our 1 to 1 Device Program and implications for contemporary learning and teaching in all schools in Brisbane Catholic Education.

Learning and Teaching:

- Learners and teachers create contemporary learning environments and quality learning outcomes as they shape and enrich their own and others' worlds.

- Contemporary learning is personalised and provides anytime, anywhere access for students to portable technologies.

- Teachers', students' and parents' access to the Australian Curriculum and supporting professional resources will be delivered online.

- Brisbane Catholic Education provides access to teacher and student online learning and teaching environments and content. e.g. School Portals, Office 365 tools and OneDrive storage.

This is underpinned by the following assumptions:

- The world of students within and beyond the school is connected by the use of contemporary information processing, communication and collaboration tools.

- Teachers engage in continuous learning to enhance their professional practice and the practices of their students.

- School and organisation leaders create the conditions that enable the vision to be realised.

- Parents are empowered to become actively involved in their child's education by accessing online communication, learning, reporting and monitoring systems.

Planning and resourcing is future-focused and flexibly delivered within the learning context of the school. Accountability and improvement are implemented through the BCE Strategic Plan and reviewed via the School Cyclical Review process.

The Role of the School, Student and Parents

The role of the school, student and parents in St. Catherine's 1 to 1 Device Program are outlined below, with the associated actions and responsibilities listed in the following section.

The Role of the School

The school provides leadership (vision, planning and management) to ensure that the 1 to 1 Device Program is driven by an educational imperative, focusing on successful learning outcomes and supporting our vision for learning. School leadership will work with teachers to create contemporary learning environments that allow students to learn. This will include engaging teachers in continuous learning to enhance their professional practice. As with all aspects of learning, the school values parent and community engagement and the important role this plays in achieving successful outcomes. The school plans for, purchases and manages the 1 to 1 devices, (including required peripheral devices such as protective cases), the technical environment and functional aspects including security, to ensure the program's success.

The Role of the Student

Students understand that the primary purpose of the 1 to 1 Device Program is to support their own learning. Students should use technology in their learning to investigate, collaborate and communicate in a safe and responsible way that reflects good digital citizenship. Students should exercise all due care and responsibility in safe use, care and security of the device and peripherals.

The Role of Parents and Caregivers

Parents and caregivers are the first educators of their children and have a vital role to play in their child's learning. Working in partnership with the school will help to ensure the success of the 1 to 1 Device Program. Parents have an important role in the co-education of their child about issues related to the care of technology and its safe and responsible use. Parents and caregivers support the school by maintaining an active interest in their child's learning, including understanding how technology is being used to support learning in the classroom and at home, as well as meeting financial obligations associated with the program.

School, Student and Parent Responsibilities and Actions

School Responsibilities and Actions

The school is responsible for providing leadership for the 1 to 1 Device Program and school leaders play an integral role in this leadership. Effective leadership plans for and manages considerations related to successful learning; professional practice; parent and community engagement; as well as the technical environment and functional aspects. Responsibilities and actions for the school in relation to the 1 to 1 Device Program include:

Successful Learning

1. Creating the conditions that enable the school's vision for learning to be realised.

2. Ensuring that the 1 to 1 Device Program is driven by an educational imperative, focusing on successful learning outcomes.

3. Creating learning environments that enable connected, real-life learning, within which technology is used in flexible and innovative ways to improve learning. The school will install a profile on each student's iPad, to allow remote management of the device and internet access while at school.

4. Ensuring alignment with other school policies including behaviour, in particular ensuring that students are supported to use technology safely and responsibly.

Professional Practice

5. Ensuring that teachers engage in continuous learning (through professional learning and sharing) to enhance their professional practice and the practices of their students.

6. Ensuring that decisions are informed by evidence of impact on learning, including how technology supports students to develop the dispositions necessary for a successful future.

Parent and Community Engagement

7. Providing parents/caregivers with information that enables them to be involved as key partners in learning, including through the 1 to 1 Device Program.

8. Providing parents with information about the logistics of the 1 to 1 Device Program, including costs, parent and student responsibilities and related policies and procedures.

Technical Environment and Functional Aspects

9. Driving responsible stewardship by ensuring decision-making processes are collaborative, transparent and accountable.

10. Planning for and managing safe and connected learning environments. Elements include ensuring:

    a. Appropriate device selection and support, network infrastructure and system access;

    b. Access to software that will support learning and data management/storage, which adhere to safety and privacy principles;

    c. Technical support to assist students to manage the devices and keep them operational;

    d. Replacement devices are available for loan if at any time a student's own equipment is not operational;

    e. Clear operational procedures (including the right to inspect the devices) and those which support the teacher to manage technology in the classroom.

Student Responsibilities and Actions

Student responsibilities and actions in relation to the 1 to 1 Device Program include:

Educational Purpose

1. Being active participants in their learning and using their devices for educational purposes. This extends to the use of the school network, including the Internet and all associated infrastructure as well as ensuring that apps or data do not inhibit the use of the devices as learning tools.

Using Technology Safely and Responsibly

2. Complying with all elements of the school's Student Device and Internet Resource Conditions of Use Statement and the school's Behaviour Policy to ensure the safe and responsible use of technology including:

    a. Applying personal safety practices by keeping personal information private and securing digital information;

    b. Reporting any unsafe behaviours to the school;

    c. Using technology ethically (e.g. not accessing or sending content to bully or defame others or that is illegal, dangerous or offensive);

d. Engaging in appropriate practices to recognise the intellectual property (including copyright) of themselves and others. This extends to only installing/storing appropriately licensed software (and material e.g. downloads) on the device.

e. Avoiding the underage use of social media accounts, apps and websites at all times.

f. Never signing in to any Apple ID on a school device.

Device Management & Security

3. Complying with all elements of the school's Student Device and Internet Resource Conditions of Use Statement.

4. Bringing the devices to school each day ready for learning:

   a. iPad is fully charged and operational.

   b. Students must seek support to resolve technical problems in a timely manner and according to school procedures;

   c. Devices are clean and clearly labelled with student's name.

5. Keeping the devices safe and secure at all times, including:

   a. Following school and classroom rules for the use, transport and storage of devices (e.g. stylus parked in the slot provided in the iPad case);

   b. Ensuring the iPad remains inside its protective case at all times and stowing it inside the rear laptop pocket of the school bag, separated from liquids, whilst travelling to and from school, and before and after school hours;

   c. Reporting to the school instances of loss, damage or theft as soon as possible (police report may be required).

6. Managing the device in alignment with school policy, including:

   a. Accessing the internet only through the wireless network when at school;

   b. Maintaining the network settings required to connect to the school network without alteration, unless directed to do so by the school;

   c. Backing up data and updating software (apps and operating system) as recommended/directed by the school.

   d. Using the cloud storage provided by BCE for school work.

Parent/Caregiver Responsibilities and Actions

Responsibilities and actions for parents in relation to the 1 to 1 Device Program include:

1. Maintaining an active interest in your child's education by understanding how technology is being used to support learning.

2. Supporting the care and responsible use of technology by:

    a. Working alongside the school to educate your child about safe and responsible use of technology.

    b. Monitoring the use of devices outside of school, including internet access and communications.

    c. Ensuring the iPad remains inside its protective cover at all times.

    d. Ensuring the stylus is parked in the slot inside the iPad case whenever not in use.

3. Supporting and reinforcing school policies and procedures including:

    a. Student Device and Internet Resource Conditions of Use Statement;

    b. School Behaviour Policy;

    c. Operational procedures and responsibilities in relation to the 1 to 1 Device Program including ensuring safe and secure storage of the device;

    d. Ensuring the installation and updating of all required apps (and only required apps), as directed by the school;

    e. Acknowledging the school's right to inspect the device.

    f. Ensuring that children aged under 13 years who are in your care, do not create accounts (such as social media accounts or Apple ID) or access the associated websites.

    g. Ensuring that your child does not use their device to sign into any unauthorised accounts (such as social media accounts or Apple ID) at any time.

4. Meeting financial obligations, ensuring payment of all school fees and levies, including fees related to the 1 to 1 Device Program:

    a. A levy to cover use of the iPad bundle (iPad, case, keyboard, stylus) is incorporated into school fees.

b. At the end of the three-year program, iPads which are surplus to school needs will be offered for purchase ("buy-back") by families. The school cannot guarantee that students will receive the same device they have been using throughout the program.

c. Any damage to devices which has been sustained by negligence, inappropriate or irresponsible use will be paid for by families. However, all repairs are to be organised by the school.

5. Ensuring the return of school-owned devices in the event that the student leaves the school at any time prior to the end of Year 6.