

Policy last reviewed:	March 2025
Next review due:	March 2026
Member of staff responsible	Business Manager
Governor's Committee:	N/A - SLT

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**Vision Statement:** Our vision is to be a centre of excellence for learning, inspired by Christian values, where every person in our school community fulfils their potential.

**Mission Statement:** Our mission is to be a deeply Christian inclusive community which values every individual as a child of God.

**Values Statement:** The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its students.

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**Dignity** Underpinning all that we do is the core belief in the ultimate worth of each person as a child of God – precious, valued and loved by God. Dignity comes from the knowledge of our ultimate worth as human beings.

**Community** Having understood our value as individual human beings, we express this value through the quality of the relationships that we share with each other. Community, living well together, is of very great importance to us as a school, as is the place we each take in the wider community locally, nationally and internationally.

**Wisdom** As a school we seek to foster confidence, delight and discipline in seeking wisdom, knowledge and truth. This is achieved through the nurturing of academic habits and skills, emotional intelligence, resilience and creativity across the breadth of the curriculum.

**Hope** As we prepare our students for the future, we look to open up horizons of hope and aspiration, encouraging our students to embrace these with confidence and sending them out to make a difference to the world in which they live.

As part of our school learning, we need to use digital technology.

We need to be safe when we are using IT equipment and the internet. To help us stay safe when we use equipment and the internet:

1. I will only use the iPad for activities that a teacher or suitable adult has told or allowed me to use.
2. I understand that my teacher may limit my access to tools on the iPad at any given time.
3. I will not eat or drink near my iPad. If drinking near my iPad I will ensure that the drink is in an enclosed drinking vessel (water bottle or similar). (**'Near' for this purpose is defined as within 2 metres**).
4. I know that my school may look at my use of the equipment and can request these to be returned at any time.
5. I know that the school will be analysing my use of the iPad, including, time of access & use of internet and could inform my parents/carers of information found.
6. I will only take pictures or recordings of students and staff if I have been given consent by a teacher or peer. Some staff/students may not wish to be recorded.
7. I will tell a teacher or suitable adult if I see something that upsets me on the screen.
8. I will only keep photos and videos on the iPad that teachers have given me consent to do so.
9. I will participate in 'Tech Checks', as and when they are required.
10. When at school I will ensure that my iPad will be in my bag if it is not being used in classroom. In practical lessons, I will be aware of the environment I am in and will place my bag in an appropriately safe space.
11. When at home I will ensure that my iPad is in a secure space of my choosing when not being used.
12. I will use the iPad for school reasons only.
13. I will use the iPad as directed to enhance my learning.
14. I will use OneNote as my primary tool for learning and submitting work unless otherwise directed.
15. I will regularly check Teams for communications from teachers.

## **Unacceptable use**

iPad must be used in an appropriate manner. I agree that:

1. I will not perpetrate Cyberbullying, harassment, or any form of unlawful behaviour.
2. I will not create, distribute, or post any written, visual, or auditory content that depicts any act of violence, sexually explicit material, or pornography. There are exemptions for taught content in lessons.
3. I will not view any inappropriate materials in or out of school.
4. I will not use the iPads to take photos or videos of members of the school community without consent.
5. I will not pass off AI answers as my own. I understand that this is plagiarism, **NOT** my own work.
6. I will not place my iPad in a situation where it may be damaged by other students.
7. Images taken for the purpose of education should not be shared with anyone outside of our School.

## **Sanctions**

I understand that violating this agreement can lead to sanctions including:

1. Referral to tutor and/or Year Leader.
2. Contact home to parents.
3. Removal of the iPad.
4. Consequence in line with the School's behaviour Policy
5. Referral to law enforcement.

## **Requesting Support**

IT support is to be sought only at approved times in G 100:

- The IT Support Desk is open for students during form time (08:45 - 09:10) and during Breaks (11:10 - 11:40am & 12:40 - 13:10pm). A student can only go to the IT Support Desk outside of these times if their teacher has given them consent to do so or a sixth form student has a free period.

## **Common Situations Leading to iPad Damage**

1. iPad placed in bag on the floor, leading to other students walking on the bag and therefore on the iPad.
2. iPad placed in bag and bag thrown onto a hard surface.
3. iPad used without the protective frame on.
4. I understand that if my iPad is damaged as a result of any of the above, that the responsibility lies with me.