ELF Program
Parent Checklist

E-Learning@ Ferny

Preparing your child to bring his/her iPad to school

☐ Create an **Apple ID** for you and a **Family Sharing** account for your child if you don't already have one. We advise you NOT to tell your child this information. For support, see the *iPad Set Up* document included in the ELF Program folder.

☐ Discuss elements of the ELF Program Policy with your child and the expectations in the **Student ELF Participation Agreement.**

☐ Sign and return the **2019 Student ELF Participation Agreement** by **Friday 30 November.**

☐ Ensure your child understands he/she is **NOT to share** his/her iPad with other students.

☐ Ensure your child understands he/she is not to capture photo, video or audio unless advised to do so by a class teacher.

☐ Ensure your child understands if the class teacher is away, the iPads may be expected to be locked away. Students must not negotiate otherwise with relief teachers.

☐ Purchase a **rugged protective cove**r for your child's iPad and consider a tempered glass screen protector and water resistant carry bag sleeve.

☐ Encourage your child to transport his/her iPad in a different compartment of the school bag to his/her drink bottle.

☐ Pay the ELF Program support contribution by the due date in 2019 to ensure your child has all required apps.

☐ Be aware of the log in details, username and password for your child:

- School network
- Reading Eggs/Eggspress
  (These will be provided after the start of the school year unless otherwise already known).

Other apps on the school's required app list may request a username and password to be created. There is **no need to do so** at this time unless requested by your child's class teacher.

Please see your child's class teacher if you experience difficulties with any items on this checklist.

E-Learning@ Ferny

Management Procedures

To ensure effective use of devices for learning, the following procedures have been developed. These focus on securing family data, equipment safety, cyber safety and maximising student learning time.

Home

- Students to close all apps and tabs on internet browsers before bringing the iPad to school.
- Students to charge the iPad at home. If not charged, students will be unable to use the iPad at the school.
- The BYO device must be signed in with child's account information for use at school.

School

- iPads will be collected on entering OSHC and returned on student's departure.
- iPads will be not be used before instruction time (8:50am) each morning and after school.
- iPads will be locked in classrooms during break times.
- iPad, case and over ear headphones must all be CLEARLY labelled with student name.

Further recommendations

- Ask your child regularly about their work.
- Consider charging and using the iPad in a central family area, not behind closed doors.
- Clean up Photos app of any unnecessary photos and video before returning to school.
- Be very firm regarding the use of the device – setting up strict expectations now will set the scene for the way you continue.
- Consider carefully before loading games on the iPad. This makes it difficult to monitor work vs play.