

## St Columba's School Expectations for Device Home Use

(iPads and Laptops)

### Purpose

The purpose of this policy is to support learning and to ensure that school-issued devices are used only for educational purposes when taken home. These devices are provided by the school to assist with learning, not for entertainment or social use.

### School Expectation

St Columba's expects that all iPads and laptops issued to students are used solely for school-related activities, both at school and at home. This expectation applies at all times, including evenings, weekends, and holidays, unless otherwise advised by the school.

### Permitted Uses

School devices may only be used for the following purposes:

- Completing homework or set learning tasks
- Research related to school projects or assignments
- Creating or editing schoolwork (documents, presentations, videos, etc.)
- Accessing school-approved learning platforms, websites, and applications
- Communicating with teachers or classmates only through school-approved tools for learning purposes

### Prohibited Uses

School devices must not be used for:

- Watching YouTube or other video streaming services for entertainment
- Playing online or offline games that are not part of school learning
- Chatting online, instant messaging, or video calling for social purposes
- Accessing or using social media platforms (e.g. TikTok, Instagram, Snapchat, Facebook, Discord)
- Downloading non-school apps, games, or software
- Browsing websites unrelated to school learning
- Any activity that is inappropriate, unsafe, or not aligned with school values

## Parental Support and Supervision

Parents and carers are encouraged to:

- Keep devices in a shared family space, not bedrooms
- Set clear times for schoolwork and device use
- Regularly check that the device is being used for learning only
- Support healthy routines, including breaks and offline time

## Student Responsibility

Students are responsible for:

- Using the device appropriately and only for school learning
- Following school digital citizenship expectations
- Looking after the device and reporting any issues to a teacher
- Understanding that misuse of the device is a breach of school expectations

## Consequences of Misuse

If a school device is used inappropriately at home:

- The school may apply consequences in line with its behaviour and digital technology policies
- Device privileges may be limited or withdrawn
- Parents will be informed if concerns arise

## Working Together

This policy is designed to support families by providing a clear and consistent message to students:

School devices are learning tools, not entertainment devices.

By working together, home and school can help students develop positive digital habits, responsibility, and a strong focus on learning.

## Optional Parent–Student Agreement

Student Name: \_\_\_\_\_

I understand that this device is for school learning only and agree to follow this policy.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Carer Signature: \_\_\_\_\_ Date: \_\_\_\_\_