

iPads & eBooks program for secondary students commencing in 2018



Background Information

Melton Christian College currently runs an iPad program in years 7-10. The majority of textbooks are supplied in digital format (eBooks) on the iPad. Using iPads in the classroom enables a modern, technology-smart curriculum. Using eBooks provides access to extensive interactive content, which stretches the students' learning. This also provides a safer alternative to a heavy backpack full of hard-copy books.

At Melton Christian College we teach and insist upon conscientious and appropriate use of digital communication. Parents and students must read our ICT Protocols, they are in the Handbook, and for your convenience are also printed overleaf.

Years 7 to 10

iPads are currently managed by the College using mobile device management software. This allows apps, documents and settings to be easily configured. Policies and restrictions applied by the management software ensure devices are used for educational purposes and distractions to students are minimised. For example, only College approved applications can be installed.

VCE

VCE students can participate in a 'bring your own device' (BYOD) program. Students are permitted to bring a tablet or laptop for educational purposes. Textbooks are available to buy in digital or print version depending on student preference. VCE students can manage their own devices.

iPad Orders for 2018

iPads are purchased by families through the College. An iPad will be ordered for your child upon enrolment and payment of a deposit. We sometimes have families ask if they can use an iPad that they already own. Generally, this is not possible because specifications for that iPad may not meet the requirements for a school-use device including pre-configuration by Apple for our management system. Another reason we disallow this is once the iPad is assigned for schoolwork, it is not permitted to be used for other things such as entertainment and games, and that may disappoint the students if their own iPad is no longer available for recreational use.

2017/18 iPad program cost (2018 prices are approximations only, based on 2017 figures)

Item	Likely Cost
iPad (2017 model) 128GB (WiFi)	\$550
STM Dux Cover (Blue)	\$50
Software licensing & administration	\$70
Total	\$670

Each year, Apple releases new devices and discontinues certain models, so parents should be aware that specifications and prices are subject to change, sometimes at short notice. 2018 enrolling students will be able to collect their iPad prior to the beginning of the school year. The usual expectation is that the payments are to be made in full prior to collection of the device.

Booklists

Textbooks are currently sourced through Officemax using an online ordering system. 2018 booklists will be available in term 4, 2017. At present, just for your information, 2017 booklists are accessible on our website, www.mcc.vic.edu.au, along with details on the ordering process.

Recommended iPad Payment Schedule

Date	Amount
24 July 2017	\$134.00
24 August 2017	\$134.00
24 September 2017	\$134.00
24 October 2017	\$134.00
24 November 2017	\$134.00
Total	\$670.00

In order for students to collect their iPads prior to the beginning of term 1, full payment should be made prior to 1 December 2017. Please use the above table as a guide to make payments. Alternatively, the full amount can be paid upfront.

Methods of Payment

Credit Card—We accept Mastercard and Visa. There is currently no fee for using this service to parents.

Direct Deposit — MCC bank details are BSB: 083-758 Account No: 494520734—Use account code as identification.

EFTPOS /Cash /Cheque—Payments can be made at the Business Office.

Upcoming Information Session

The following information session will provide the opportunity to ask further questions:

When: Thursday July 27th 2017, 6:00-6:30pm

Where: Melton Christian College Auditorium

You can also feel free to contact our reception on 97323000.

iPads and Electronic Texts

In Year 7-10 students use iPads to access the majority of their text books as eBooks. Some texts, novels and workbooks are still supplied in print. The iPads are purchased by families through the College. All text books are available to purchase through our online booklist delivered by Officemax. Please see the iPad and eBook Policy for all requirements and guidelines. Students must follow all the policies and procedures regarding the iPad's use and application while on the College grounds. Normal confiscation rules apply for misuse.

iPad and ebook Procedures

Labelling

The device and case will be labelled with the student's name. The device and case must remain labelled at all times. They must be protected from graffiti and damage.

Charging Devices

Students are required to charge their iPads at home overnight. Charging facilities will not be made available at school.

Flat Battery or Missing Device

If a student arrives at school without their iPad, or their iPad is flat, they will be able to see the relevant parts of the text book on the overhead projector in the classroom (at the teacher's discretion).

Insurance and Damage

Insurance is the responsibility of parents. The College does not insure the iPads. If any damage occurs to the iPad, parents will be responsible for the repair of the device. Devices, particularly those with cracked screens, should always be taken to an authorised Apple repair agent or Apple store for assessment.

Faulty Device

Faulty devices, where the fault occurs in the one year warranty period, should be returned to an authorised Apple repair agent or an Apple store.

Technical Support

The College supports functions such as email, internet, printing and overall device management including eBooks and apps. The College does not provide general technical support for individual devices.

Device Management

In order to protect students, and to promote learning, the College will supervise and manage all year 7-10 devices. This may include, but is not limited to, device restrictions and permissions, management of apps and restrictions on internet access.

Class Rules

Teachers may impose their own rules about how iPads may be used in their classrooms. Students are expected to abide by these rules.

Acceptable Use Policy

Students must continue to adhere to the ICT Student Policy.

ICT Protocols – the MCC Way

Communication is intended for building a nurturing community, so at Melton Christian College students learn how to use information, communication and technology constructively and responsibly. This list of protocols sets out the MCC way that students and staff use information and communication technology.

1. Christ Centredness

We use ICT in ways that show love, joy, peace, patience, kindness, goodness, faithfulness in ourselves, and that also bring out these characteristics in others.

2. Excellence

We use ICT in ways that support our own and others' enthusiasm for excellence in schoolwork. We carefully look after our ICT hardware and we use ICT in ways that minimise environmental wastage. (Obviously, we ourselves are the only ones who use our own device and password, and we don't use someone else's device or their identity.)

3. Respect

We use ICT in ways that are obedient to teachers, and that are lawful. We acknowledge ownership/authorship of material and we use image and audio recording for schoolwork-related purposes only. (Obviously, an MCC student would never attempt to undermine or bypass the College systems in any way, or to use social media without permission.)

4. Community

We use ICT in ways that nurture people and protect their identity, including ourselves. We use ICT in ways that show others that our College is a Christ-centred school of excellence. (Obviously, in our use of ICT there is no place for prejudice, pornography, or promotion of violence or abuse.)

5. Passion for Teaching and Learning

We use ICT in ways that are for schoolwork and for learning about material related to schoolwork topics. We use ICT in ways that support research, learning and schoolwork tasks whether our own or others. (Obviously, MCC students do not install or use music, games, apps or anything that is not schoolwork-related.)

Rewards and Consequences

The rewards for using ICT in the above ways are uninterrupted learning, cyber-connection into a Christ-centred learning community, enriched understanding, knowledge and wisdom, cyber-safety, and the opportunity to enhance one's own and others' teaching and learning.

The consequences for using ICT in ways that contradict the MCC way will be interrupted, damaged learning as teachers may need to confiscate the device, or the coordinator may need to block access to the network. In more serious matters there will be penalties such as detention or suspension, and of course, if there were a very serious deviation from the MCC way, the Principal may have no option but to expel a student or dismiss a staff-member.

Acceptance of these Protocols

In our College we hope for wise and cheerful compliance with the MCC way of using ICT. By accepting enrolment/employment, and joining the College all students and staff are indicating that they agree to follow these protocols.