



ALTRINCHAM PREPARATORY SCHOOL

Acceptable Use Policy

Author:	Mrs Abbie Stewart – Head of Educational Operations
Responsible Person:	Mr Nick Vernon – Headmaster
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Summary of changes:	Introduction of iPads into School
Date of next review:	September 2025

This policy applies to Altrincham Preparatory School, including the EYFS. It is available to current and prospective parents upon request and is published on the School's website.

Acceptable Use of iPads Policy for Altrincham Preparatory School

Introduction

At Altrincham Preparatory School, we are committed to providing our pupils with a safe and productive learning environment. iPads are an essential part of our educational tools, enhancing learning and engagement. This policy outlines the acceptable use of iPads by pupils and sets clear expectations for both pupils and parents.

Purpose

The purpose of this policy is to ensure that all pupils understand their responsibilities when using iPads and to promote a positive and safe digital learning environment.

Acceptable Use Guidelines for Pupils

1. Educational Use Only

iPads are to be used primarily for educational purposes. Pupils should use them to access learning materials, complete assignments, and engage in educational activities.

2. Respectful Behaviour

Pupils must treat others with respect when using iPads. Cyberbullying, harassment, or any form of negative communication is strictly prohibited.

3. Content Restrictions

Pupils should not access inappropriate content, including but not limited to, adult material, violence, hate speech, or any other content that is not suitable for a Preparatory School environment.

4. Personal Responsibility

Pupils are responsible for their own iPad use. This includes not sharing personal passwords, being mindful of screen time, and using the device in designated areas only.

5. Reporting Issues

Any technical issues or inappropriate content encountered on an iPad must be reported to a teacher or staff member immediately.

6. Privacy and Security

Pupils must respect the privacy of others. Personal information should not be shared without consent, and pupils should take care to protect their own information as well.

7. Device Care

Pupils are expected to handle iPads with care. This includes using them in a safe manner, ensuring they are carried safely and reporting any damage or loss to a teacher promptly.

8. School Policies

Pupils must adhere to all School policies while using iPads, including those related to technology and internet safety.

Parent/Guardian Responsibilities

Parents/guardians are encouraged to:

- Discuss the importance of responsible and respectful online behaviour.
- Discuss the importance of treating School owned equipment safely.
- Encourage their son to ask questions if they encounter any issues.

Consequences of Misuse

Failure to comply with this policy may result in disciplinary action, including restricted access to iPads, parental notification, and further consequences as deemed appropriate by the School.

Agreement

By clicking on the [Acceptable Use Policy agreement form](#) and completing your, and your son's, details, you acknowledge that you have read and understood the Acceptable Use of iPads Policy. You agree to support your son in adhering to these guidelines.

Thank you for your cooperation in ensuring a safe and productive learning environment for all students at Altrincham Preparatory School. If you have any questions or concerns regarding this policy, please feel free to contact the School.