



Year 5 and 6 MacBook and Google account Personalisation POLICY

Emmaus Catholic Primary School has a commitment to the care, safety and wellbeing of children.

Rationale: The Year 5 and 6 1-1 MacBook program is for educational use only.

The MacBook is owned and maintained by the School, therefore only small personalisation changes are permitted.

MacBook

1. MacBook User Picture- Students may only use from the MacBook menu. No other pictures are allowed. No pictures of students' faces.
2. Desktop and Screensaver- Students may only use Desktop pictures from the Apple menu.
In Year 6, students are permitted to use the Desktop background that they have created in their Cyber-safety lesson. No other Desktop backgrounds are permitted.
3. No other changes in the System Preferences are permitted. e.g. The size of the mouse pointer, track pads/speed are to be left at the default setting. No changes to dock size, highlight colour or Folder picture on desktop.
4. No stickers or pictures to be placed onto of or in-between the MacBook case.

Google Account

1. Google ID Picture- must not be students' own photo. Students may select only from the default Google Photo image choices.
2. Google Theme. Students may select an appropriate Google browser theme that is approved by their teacher.
3. Google Mail theme: Students may select an appropriate Google Mail theme that is approved by their teacher.
4. No extensions or downloads in Google are permitted.

No other changes on MacBook or Chrome are permitted.

Consequences

- Unauthorised changes will result in MacBook reset to default.
- Restricted use of MacBook- Can not take home.
- Confiscation of MacBook.

This Policy was reviewed in...

February 2020