

Upper Primary iPad Programme - iPad Setup

This document contains instructions for

1. Setting up a New iPad
2. Customising a New or Existing iPad
3. Loading and Updating Apps
4. Setting up a School email Account

For more information about setting up and using iPads, visit <https://support.apple.com/ipad>.

1. Setting up a New iPad

If you have purchased a new iPad, turn it on and follow the setup assistant. The Setup Assistant guides you through the setup process, including:

- Connecting to a Wi-Fi network
- Signing in with or creating a new Apple ID
- Enabling or disabling features such as Location Services, iCloud, Siri, Diagnostics, Automatic Updates, Screen Time & Passcode

For more information visit <https://support.apple.com/en-us/HT202033>

Connecting to a Wi-Fi network

If you are setting up your child's iPad at home, you will need to connect to your home Wi-Fi as you do with other devices. When your child brings their iPad to school, they will be given instructions on connecting it to the school wi-fi network.

Signing in with or creating a free Apple ID



To download apps, each student's iPad will need to sign into the App Store with an Apple ID. You can enter an existing Apple ID and password or click **Forgot password or don't have an Apple ID** to create a new Apple ID.

Signing in with an existing Apple ID

Families who already have a parent or student owned Apple ID for use on other Apple devices may use it to sign in to their student's iPad. Be aware however, that depending on settings, your existing app purchases, photos, music, iMessages and other media may be synchronized to and from your student's iPad. This may be an advantage for some families, but not for others.

Creating a new Apple ID

You may wish to create a new Apple ID for your student's iPad. Since most students are under 13, we recommend that you **create an Apple ID for your child** and then use **Apple's Family Sharing** (see below). When creating a new Apple ID, one of the questions you will be asked is to specify or create an email address for correspondence from the App store. This email address should be one belonging to the parent, or a personal email account of the student (i.e., icloud.com). Do not use the student's school email address as this will expire when the student graduates from our school.

For more information, visit <https://support.apple.com/en-au/HT201084>

Link Apple IDs with Apple's Family Sharing

You can share apps and access to other Apple services by using Family Sharing.

"With Family Sharing, you and up to five other family members can share access to amazing Apple services such as iCloud+, Apple Music, Apple TV+, Apple Fitness+, Apple News+ and Apple Arcade. Your group can also share iTunes, Apple Books and App Store purchases, and a family photo album. You can even help locate each other's missing devices."

For more information, visit <http://support.apple.com/en-au/HT201060>

More Information about Apple IDs

For more information, visit <http://www.apple.com/au/support/appleid/>

Enabling or disabling features

When prompted, we suggest you select the following options.

- Enable Location Services
- Disable Automatic Updates
- Don't Use iCloud (this can be set up later)
- Don't use Siri
- Don't send Diagnostics
- Don't Add Passcode

2. Customising a New or Existing iPad

The following sections outline the procedures for customising your student's iPad for school use.

Parental Controls

You can set restrictions on your child's iPad to control access to some apps and to set ratings and privacy options. Restrictions can be enabled by going to **Settings > Screen Time > Content and Privacy Restrictions**. Enable 'Content & Privacy Restrictions'.

A description of all the available restrictions can be found here - <https://support.apple.com/en-au/HT201304>

As a starting point, we recommend that you set the following restrictions. These can be changed if your needs are different for home use.

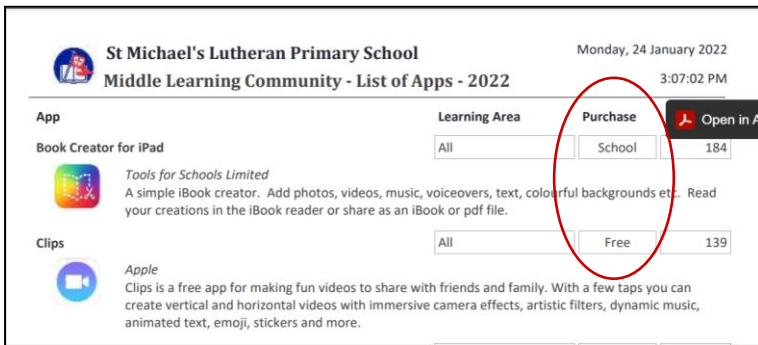
iTunes and App Store Purchases	
Installing Apps	Allow (Turn off when all apps installed)
Deleting Apps	Don't Allow
In-App Purchases	Don't Allow
Require Password	Always Require
Allowed Apps	
Mail	ON
Safari	ON
FaceTime	OFF
Camera	ON
Siri & Dictation	ON
Wallet	OFF
AirDrop	ON
CarPlay	?
iTunes Store	OFF
Book Store	OFF
Podcasts	OFF
News	OFF
Health	OFF
Content Restrictions	
Age Classification For	Australia
Music, Podcasts, News & Workouts	Clean (Explicit OFF)
Music Videos	OFF
Music Profiles	OFF
Movies	PG
TV Shows	PG
Books	Clean (Explicit OFF)
Apps	Allow All Apps
App Clips	Don't Allow
Web Content	
Web Content	Limit Adult Websites
Siri	
Web Search Content	Allow
Explicit Language	Don't Allow
Game Center	
Multiplayer Games	Don't Allow
<i>Other Options</i>	Don't Allow

Find My iPad

'Find My iPad' allows you to locate, lock or erase a misplaced iPad and prevents it from being erased or reactivated without your password. To set this option, go to **Settings > [your name] > Find My** and turn **Find My iPad ON**.

3. Loading and Updating Apps

A list of apps for each Learning Community at St Michael's can be located here - <https://smlps.edublogs.org/ipad-programme/>

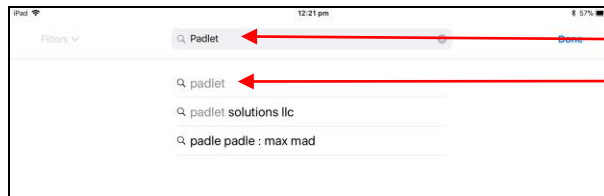


Most apps are **Free** and will be labelled "Free" in the Purchase column of the list. You can download all the free apps at home.

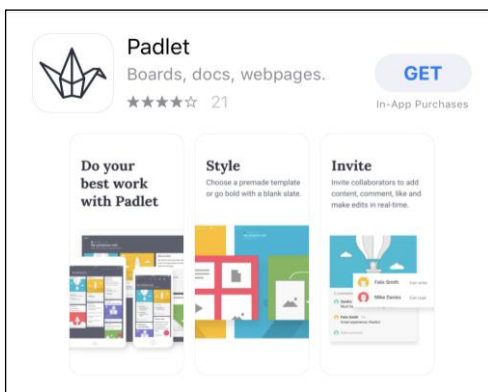
The remaining apps are purchased by the school and will be distributed to your child's iPad at school.

Loading Free Apps

To load free apps, open the App Store and tap on the Search icon at the bottom of the screen and start by typing the name of the app in the search field.

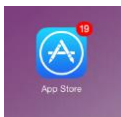


Next, locate the app, press the **GET** button and then the **INSTALL** button.



You may be asked to enter your Apple ID password after which the app will start to download. While the app is downloading, you can start searching for the next free app.

Updating Apps



You will be notified when updates are available for your apps by a red square on your 'App Store' icon, as pictured. To download updates, open the App Store and click on your account profile picture in the top right corner of the screen.

In the **AVAILABLE UPDATES** section, you can individually update apps by pressing the individual 'Update' buttons or update all apps by press 'Update All'.

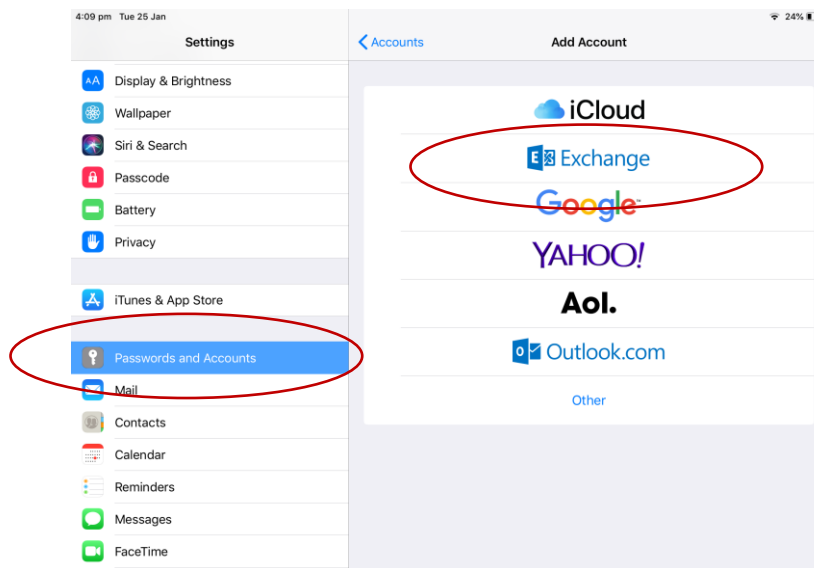
4. Setting up a School email Account

At St Michael's, students receive a school email for use from Years 4 to 6. This email account is only to be used for teacher to student communications and vice versa.

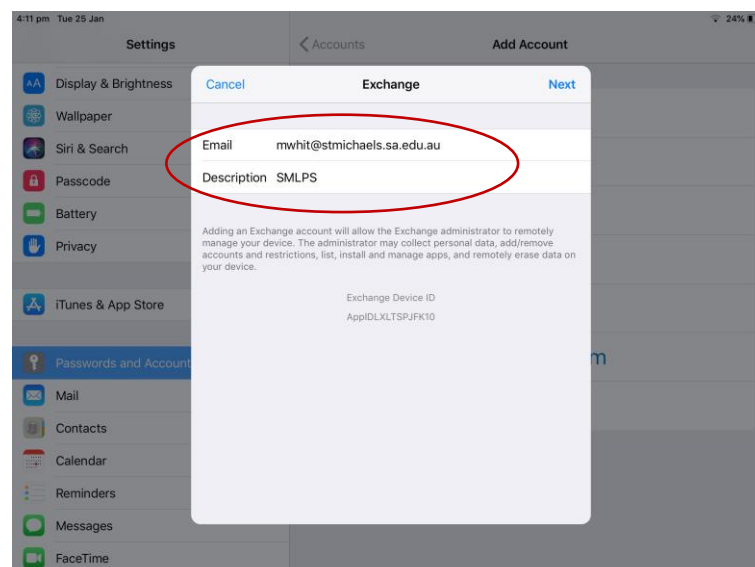
The email address consists of the first letter of the student's first name, the first four letters of their surname, the @ sign and the school's domain name. i.e., Jaiden Smith's email address is jsmit@stmichaels.sa.edu.au

The instructions for setting up the student's email account for access on their iPad is as follows.

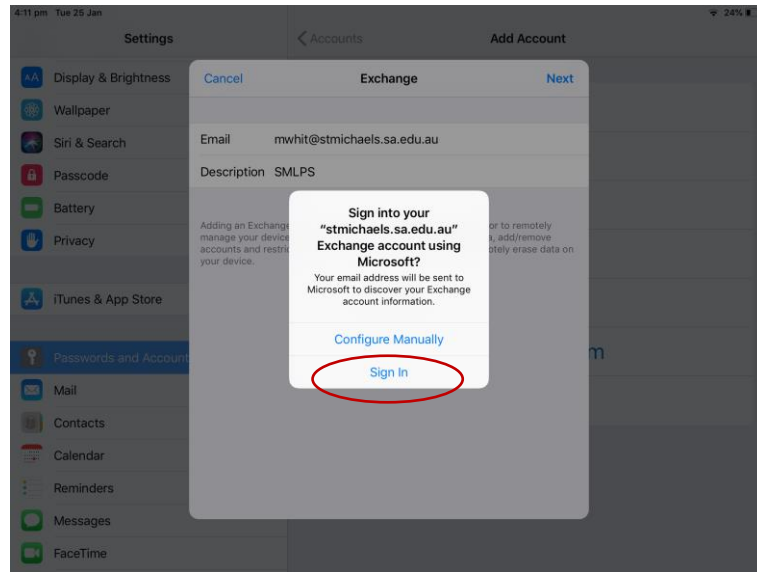
1. Go to **Settings > Passwords and Accounts > Add Account**
2. Select **Exchange**



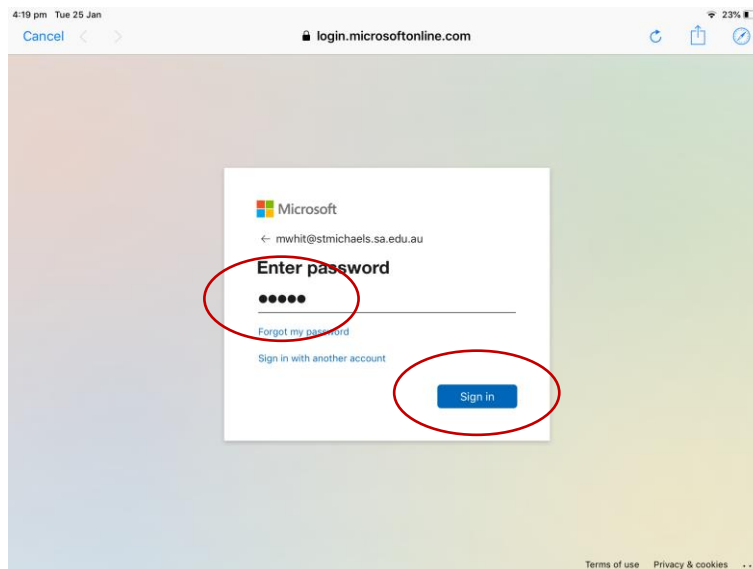
3. Enter the student's Email address (i.e., **jsmit@stmichaels.sa.edu.au**) in the Email field. Enter **SMLPS** in the Description field. Press **Next**.



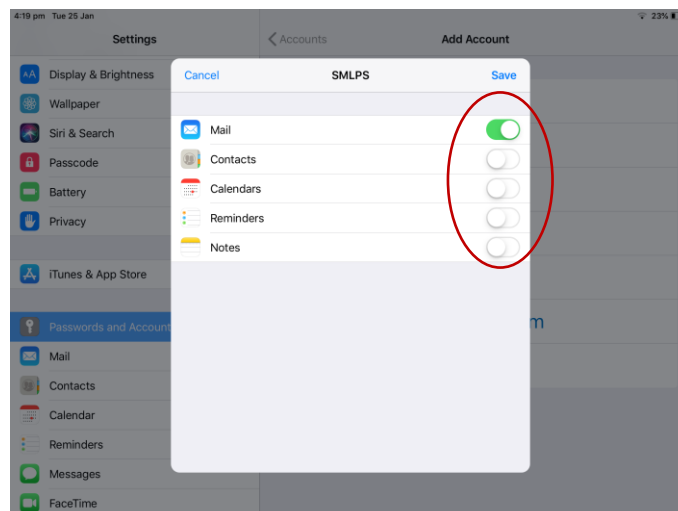
4. Press **Sign In**



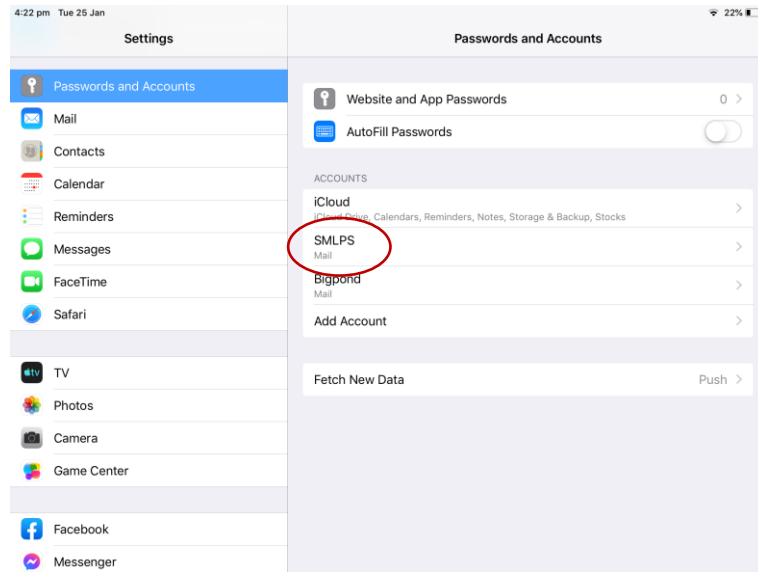
5. Enter the student's **password**, which is the same as the first part of their email address (i.e., **jsmit**) and press **Sign In**



6. Turn **Mail ON** and the other options **OFF** and press **Save**



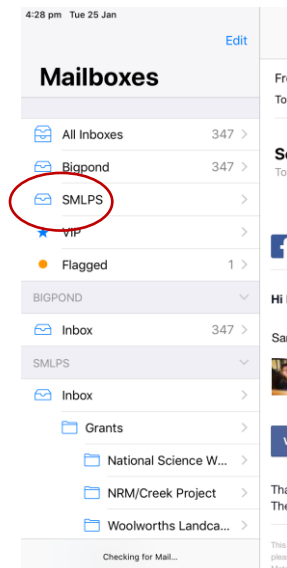
7. Ensure that **SMLPS** appears in the list of accounts



8. Close the Settings app and open the **Mail** app



9. Select **SMLPS** from the list of Mailboxes. (If you only have one account, skip this step)



10. You should now be able to see emails that have been sent to your student.