THE BRITISH SCHOOL OF BEIJING, SHUNYI
A NORD ANGLIA EDUCATION SCHOOL

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Setting Up for Non-Apple Users

If you currently do not use an Apple device at home, click this option to see the 5 steps that will guide you through the setup process of making your child's device school ready.

1: Creating an Apple ID

Follow this link to Apple's website which will guide you through how to setup your Apple ID. It is created using your e-mail address and password and is your account with Apple. It is how you will manage the iPad, app installations and future updates.

Please Note: During the setup process you will be asked to provide your region. Where possible, please always use your home region instead of China, as the China App Store can be restrictive as to what apps are available.

2: Use Parental Controls on your Child's iPad

We want your child to be as safe using the iPad as you do. Follow this link to Apple's website which shows you the nine areas you can secure the iPad for your child's use including (in order):

- Setting up a parental passcode so only you can change iPad settings
- Preventing your child from being able to install or delete app including in-app purchases
- Preventing explicit and age-inappropriate content from apps, music, movies, TV show and books
- Restrict Game Center which is an app intended to include friends in online games
- Filter website content to limit access to adult content on the Internet and apps
- Change privacy settings so you have control over which apps have access to information stored on the iPad
- Restrict access to changing settings within the iPad

3: Use Screen Time on your iPad

Screen Time is an area in the iPads' Settings app where you can access real-time reports about how much time is being spent on the iPad and set limits for what you want to manage. Follow this link to Apple's website which will walk you through:

- Viewing reports and setting limits including:
  - Downtime: Allows you to schedule a time when apps cannot be used
  - App Limits: Allows you to set daily limits for certain apps

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Please Note: Screen Time will breakdown the time spent on apps into categories based on an automatic algorithm. This means it does not always label the categories as we might expect, for example, Apple Books could be categorized as "Entertainment" instead of "Productivity". Also, please keep in mind that, as presented in the information events and the results below, the research is continually pointing to how we spend the time on devices rather than how long and so Screen Time should only be used as an informational guide.

4: Installing an App

Please see the separate document "**Requested Apps for Years 3-6 school iPads**" to find the app badges and list required for the initial setup of the iPad for your child's year group. These will need to be installed via the App Store after the first setup of your child's iPad.

Further app requests from teachers will be sent to the Primary Computing Leader, who will send these to you via a Seesaw Announcement. Where possible, this will include an image of the app badge (icon) to help you identify the right app.

Once your child's device comes home, follow these steps to install the app(s):

- Open the App Store on your child's device
- Tap "Search" at the bottom
- Type in the name of the app at the top
- Tap "GET" or the button showing the price to download the app
- You may be asked for your Apple ID password during this process

Please Note: We will never ask you to spend more than US$50 in 1 academic year.

5: If your iPad is Lost or Stolen

Follow this link to Apple's website which will show you how to setup Find My iPad which gives you an opportunity to track the iPad's location should it be lost or stolen from any device with an Internet connection.

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Setting up for Apple Users

If you currently use an Apple device at home and have an existing Apple ID (this includes if your child has an existing Apple ID) click this option to see the steps that will guide you through how to make the best of Apple's existing systems for managing your child's iPad and making is school ready.

1: Family Sharing

Follow this link to Apple's website to introduce you Family Sharing and how it allows you to manage your child's iPad from your own device.

2: Set Up Family Sharing

Follow this link to Apple's website to show you how to setup Family Sharing.

3: Family Sharing & Apple ID for Your Child

Follow this link to Apple's website to show you how to setup an Apple ID for your child's device or use an existing Apple ID if they already have one.

4: Request & Make Purchases with Ask to Buy

Please see the separate document "**Requested Apps for Years 3-6 school iPads**" to find the app badges and list required for the initial setup of the iPad for your child's year group. These will need to be installed via the App Store after the first setup of your child's iPad.

Further app requests from teachers will be sent to the Primary Computing Leader, who will send these to you via a Seesaw Announcement. Where possible, this will include an image of the App Badge (icon) to help you identify the right app.

Following the link above to Apple's website will show you how to turn on Ask to Buy which makes it possible for your child to find and request to download the app from the App Store on their iPad. You will be sent a notification to approve or decline this request. If you don't want this option, just install the app once your child's device comes home by following these steps:

- Open the App Store on your child's device
- Tap "Search" at the bottom
- Type in the name of the app at the top
- Tap "GET" or the button showing the price to download the app
- You may be asked for your Apple ID password during this process

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5: Hide App Store Purchases

Although Family Sharing brings many benefits to you as a parent in terms of managing your child's iPad, it also gives your child the ability to download apps you have downloaded in the past that you may not want them to. Follow this link to Apple's website to show you how to hide those App Store downloads.

In addition, you can make sure that apps you download on other devices do not download onto the school's iPad by making sure this option is turned off in:

- Settings app
- iTunes & App Store
- Apps 'off'

6: Use Screen Time on Your iPad

Screen Time is where you can access real-time reports about how much time is being spent on the iPad and set limits for what you want to manage. Follow this link to Apple's website which will walk you through:

- Viewing reports and setting limits including:
    o Downtime: Allows you to schedule a time when apps cannot be used
    o App Limits: Allows you to set daily limits for certain apps

Please Note: Screen Time will send a report to you every week to show you how your child's iPad is being used. It will breakdown the time spent on apps into categories based on an automatic algorithm. This means it does not always label the categories as we might expect, for example, Apple Books could be categorized as "Entertainment" instead of "Productivity". Also, please keep in mind that, as presented in the information events and the results below, the research is continually pointing to how we spend the time on devices rather than how long and so Screen Time should only be used as an informational guide.

7: Share your location with your family

For your peace of mind and to reduce the risk of the iPad being lost, follow this link to Apple's website that will show you how to see where your child's iPad is on your device at all times (WiFi permitting).

8: If Your iPad is Lost or Stolen

Follow this link to Apple's website which will show you how to setup Find My iPad which gives you an opportunity to track the iPad's location should it be lost or stolen from any device with an Internet connection.