BYOD iPad Resourcing Onboarding Checklist 2026

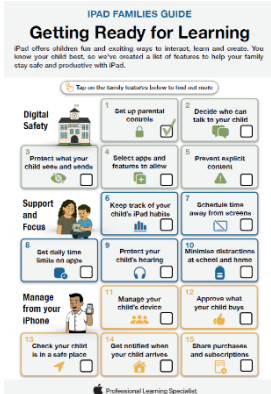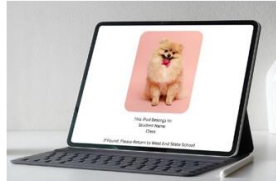| Required Onboarding Tasks: These are necessary tasks before bringing your iPad to school. If you have any questions or require assistance please contact techsupport@ascotss.eq.edu.au	✓
1. Please discuss the **Student iPad Responsible Use agreement** with your child/ren. This agreement is to be signed and returned to school before the device is able to be connected to the school network.	

2. **Before your Start:** Check that your child's iPad meets our specifications
See iLearn Information section: ***2026 Requirements - Device and Accessories***
  o **New:** iPad 11th Gen; iPad – 8th Generation or higher
  o **Existing:** iPad Air 4th Generation or higher, including iPad Air (M2); iPad Pro 11" 1st generation or higher; iPad Pro 12.9" 3rd generation of higher
Additionally remove any SIM cards or eSIM from the device if this is installed. Check for button batteries.
JB-HI have created a purchase portal for Ascot SS families with several alternatives for payment, insurance, cases and optional extras.
https://byod.jbhifi.education/	

School BYOD Code:	**ASCOTSTATE**
School BYOD Password:	**ASCOTSTATEADMIN**

3. **Create a student Apple ID:** The easiest way to do this is through Create an Apple ID for your child - Apple.com. Please do not setup the iPad with a shared parent Apple ID as information saved to a parent's iCloud will be synced to the device. We advise that you do not tell your child the Apple ID/Password. Correctly creating your child's own Apple ID will ensure that they are only accessing age-appropriate apps and content in the App Store and Safari. You will also be able to purchase/approve installation of non-school apps for their iPad without having to be on their iPad. For more information, go to Family Sharing - Apple.com	
4. **Name your Child's iPad and Accessories:** Digitally name your child's iPad in Settings >General > About > Name, and physically label or engrave their iPad and all accessories. Apple offers free engraving.	
5. **Add a Lock Screen Passcode:** Students will be required to add a Lock Screen Passcode: Note: This is a Department of Education Intune requirement. Students will need to remember this passcode. Please provide to your student's teacher on Day 1 for their secure storage. Use TouchID - A 6 Digit passcode is required. To set a passcode on iPad - Apple.com	
6. **Set you iPad language to English:** Go to Settings> General> Language & Region> iPad Language	

7. **Download Intune Company Portal: Enrol your BYO iPad Device into Intune**
Company portal provides access to the school's secure network and app list that students will use at school.
 	
Follow this DoE **step by step how to guide** to successfully enrol your device into Intune
  • Sign in by entering your child's EQ email, MIS ID and password – see email (this will be emailed week 9 Term 4) from school with your child's email, MIS ID and password.
  • *For new enrolments: Signing in may not be possible until after your student has attended class and their account has been created.*
 	
A video guide is also available iOS enrolment video	

8.	**Installing Apps:** Company portal provides an app list for students to download. These apps can be downloaded with teachers when necessary. These apps are not required to install during onboarding, however if you wish you may install the listed core apps – Microsoft word, Excel, Powerpoint, OneNote, Teams, OneDrive, Sharepoint, Microsoft Whiteboard	
9.	**Disable** - iCloud photos Apple ID Box > iCloud > Photos > iCloud Photos > slide to grey (off)	
10.	**Disable** – saving to iCloud Go to Files App, click on Edit Sidebar > iCloud > slide to grey (off)	

11.	**See The iPad Families Guide** - **https://education.apple.com/resource/250014327**
	The **iPad Families Guide - Getting Ready for Learning** is designed to help parents set up their child's iPad for safe, focused learning, without needing to be a tech expert.
	
	This practical guide outlines built-in features and provides links to instructions related to:
	   • Parental Controls: decide who can contact your child and what content they can access
	   • Screen Time & Focus: set app limits, schedule downtime and reduce distractions
	   • Family Sharing: approve purchases, share subscriptions and find devices
	NB: Any focus time limits should not be applied on any school approved apps, as this may limit app use during learning time.	

Recommended Onboarding Tasks: These are tasks/setting we recommend you complete before bringing your device to school.	

1.	**Enable – Dictation and Predictive Text** Go to Settings > General > Keyboards > Enable Dictation Go to Settings > General > Keyboards > Predictive	
2.	**Enable - Dictionary** Go to Settings > General > Dictionary > English (UK)	
3.	**Enable - Multitasking Gestures** Go to Settings > Home Screen & Dock > Multitasking and Gestures (select each function to green)	
4.	**Enable - Speak Selection** Go to Settings > Accessibility > Spoken Content > Speak Selection (Slide to green = on)	

5.	**Set up Content and Privacy Restrictions**
	Go to Settings> Screen Time> Content & Privacy Restrictions> (slide to green = on)
	Web Content> Limit Adult Websites (tick)
	This keeps internet searches safe at home, as the school internet filters for safe content.
	Continue adjusting restrictions as you choose. These are a few settings we recommend you turn on:
	   • iTunes and App Store Purchases > Require Passcode > Always Require (tick)
	   • Content Restrictions >
	   • Music, Podcasts, News and Workouts> Clean
	   • Music videos > off
	   • Music profiles > off
	   • Movies > G or Don't Allow
	   • TV Shows > G or Don't Allow
	   • Books > Clean • Apps > 9+
	   • App Clips > Don't Allow	

6.	**If you want to get Creative, Create a Lock Screen to easily identify the iPad:** Lost iPads can be returned to their owner easily with the right information on the Lock Screen. Using an image editing tool like Book Creator or Canva, you can make a lock screen wallpaper with the student's name, class and your or the school's contact details on it. Let your child pick out a picture they like so it looks a fun, and set it as the lock screen wallpaper.	

Teacher Checklist:

Activity	✓
Student Participation Agreement Signed and Returned	
iPad is Connected to WiFi	
No Cellular Data Enabled - Check this by turning WiFi off and seeing if 📶 appears in the top right corner.	
Third Party Online Consent Received – Check through Consent Manager.	
School Printers have been joined and are functional	