

Use of Assistive Technology

- Pupils are permitted to use laptops and/or assistive technology provided it has been recommended by an Educational Psychologist or Medical Specialist such as an Occupational Therapist and following consultation with parents, the pupil and school management.
- The purpose of the use of assistive devices is to enable pupils to complete exams and other work with greater ease. It is also envisaged the pupils will use the devices in state examinations under the Reasonable Accommodations for Certificate Examinations (RACE) scheme subject to permission from the State Examinations Commission.
- A list of pupils using laptops and other assistive technology is maintained by the Resource/Learning Support Department.
- Laptops and assistive technology provided by the school **are the property of the school and must be carefully maintained and returned when the pupil leaves the school or if it is evident he is not benefitting from their use.**
- Uploading of software such as *Windows*, *Dragon* and *Read and Write Gold* is the responsibility of the pupil.
- **Pupils are required to keep a back up of their work on hard copy, storage device or on the cloud.** The printing of work is the responsibility of the pupil and should be done at home except for in-house and state examinations. The Resource/Learning Support Department will provide printers for these exams only. Projects for state exams and homework will **not** be printed in school.
- Pupils must disable the spelling and grammar check for all exams apart from pre-exams and only when a waiver has been approved by the State Examinations Commission.
- **The pupil may not use the device for anything other than school work and may not connect to the internet without the permission of the class teacher. Failure to comply with this rule will result in the pupil being requested cease using his device for a period of two weeks.**
- The class teacher may, at any time, request the pupil to put a device aside as the class work may be in a workbook or may not be conducive to the use of a device. **The teacher's wishes relating to the use of devices in class must always be respected.**
- The use of a device is a privilege and pupils are expected to adhere to guidelines in this policy.