

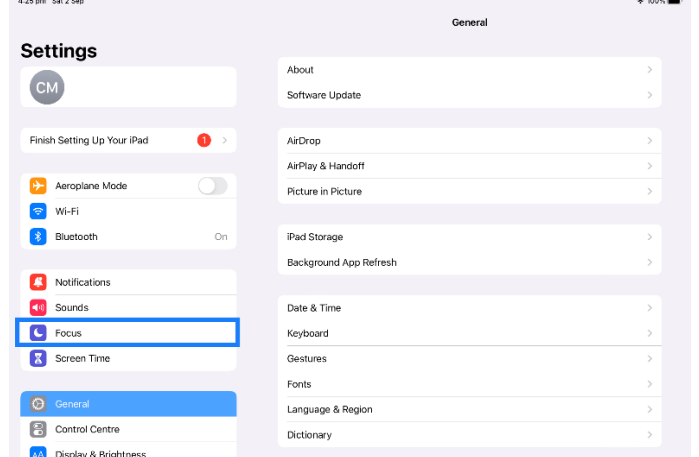
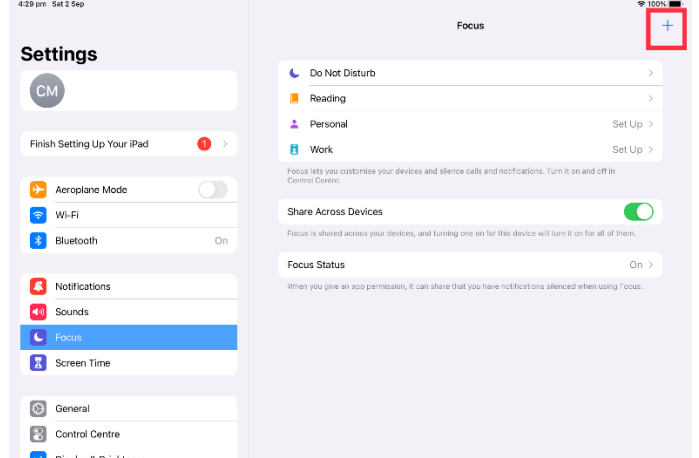
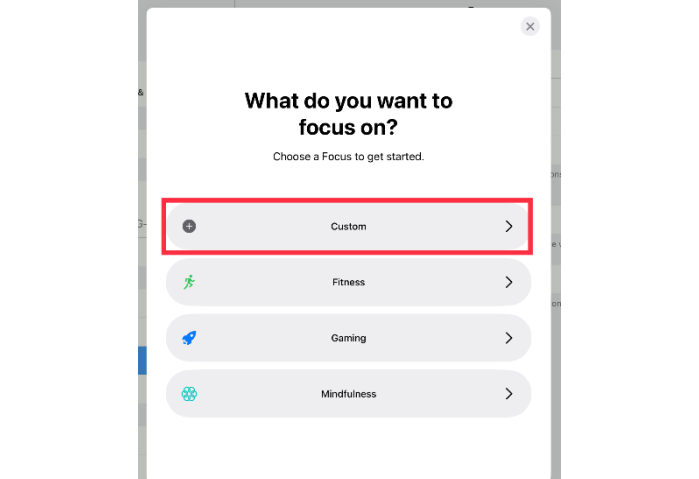
# Setting Up School Focus


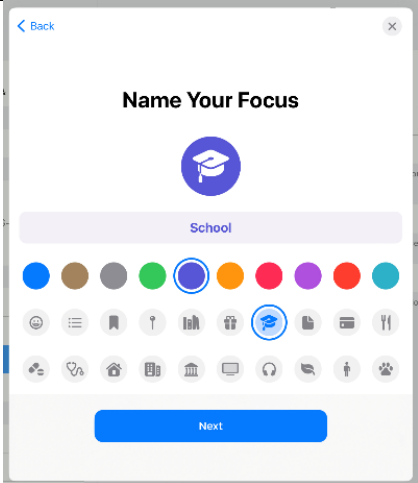
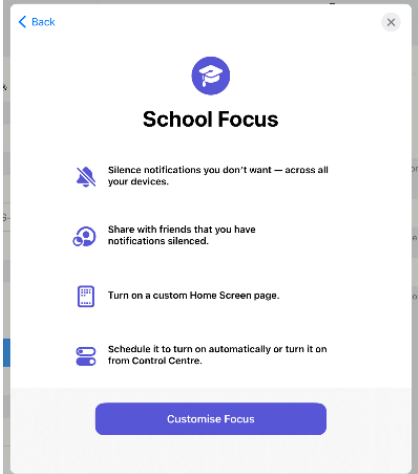
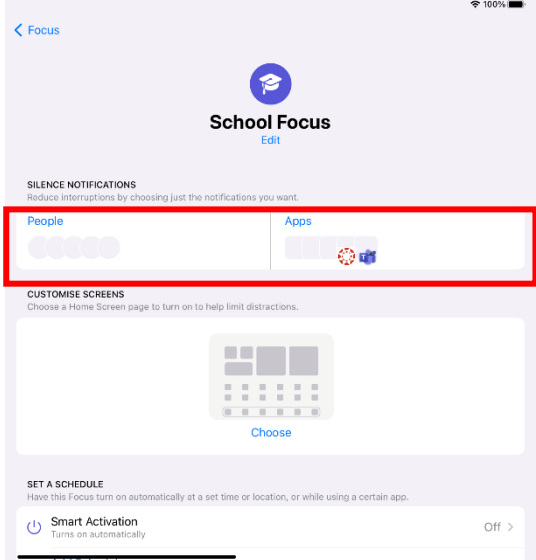
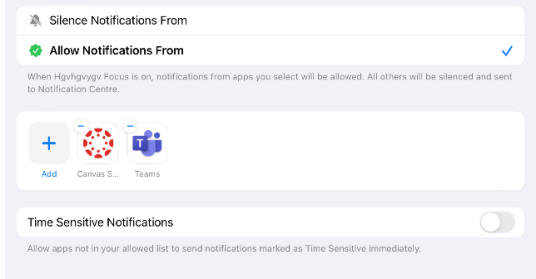
The **Focus** function/setting on an iPad allows students to access their school apps without being distracted. It can be scheduled to start and finish automatically, allow notifications from selected apps only and set access to specific iPad screens for school apps.



Your student will need to have all **non-school apps on a separate screen** to assist with the functionality of this Focus.

Follow the steps below to create and schedule a new focus setting.

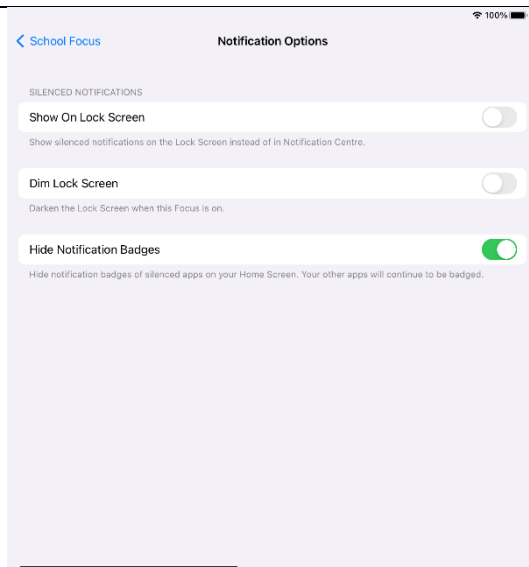
<p>1. Go to <b>Settings</b></p> <p>2. Tap the <b>Focus</b> icon</p>	 <p>The screenshot shows the iPad Settings app. The 'Focus' option is highlighted with a blue box. The 'General' settings page is visible in the background.</p>
<p>3. Tap the <b>+</b> in the top right corner</p>	 <p>The screenshot shows the iPad Focus settings page. A red box highlights the plus sign (+) in the top right corner. The 'Focus' settings page is visible in the background.</p>
<p>4. Tap <b>Custom</b></p>	 <p>The screenshot shows a dialog box titled 'What do you want to focus on?' with the instruction 'Choose a Focus to get started.' The 'Custom' option is highlighted with a red box. Other options include Fitness, Gaming, and Mindfulness.</p>

<p>5. Name your Focus <b>School</b>.</p> <p>6. Choose the  icon and a colour of your choice</p> <p>7. Click <b>Next</b></p>	
<p>8. Select <b>Customise Focus</b></p>	
<p><b>Customise View</b></p> <p>9. <b>Allow Notifications</b></p> <ul style="list-style-type: none"> <li>make sure there are NO People selected. <i>All communications must go via our school office.</i></li> </ul>	
<p>10. <b>Apps</b></p> <ul style="list-style-type: none"> <li>Allow communications from Canvas and Teams.</li> </ul>	

11. When you return to Customise Focus you should now have **Notification** under the **Allow Notifications** section.

Click **Notification Options**

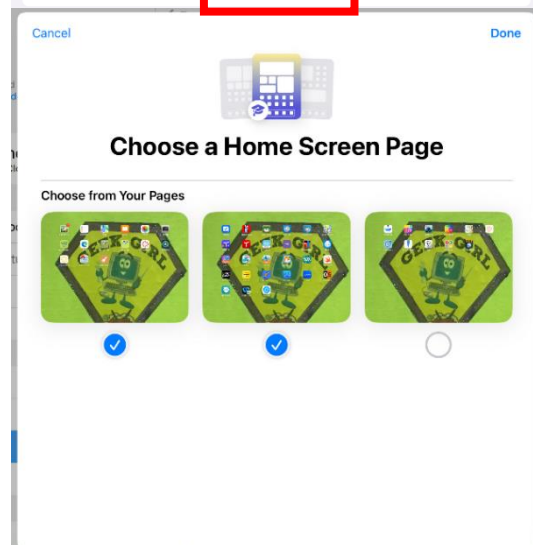
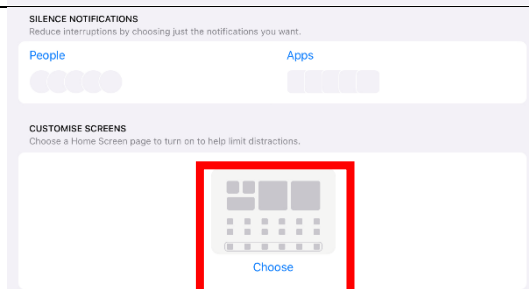
12. Toggle on **Hide Notifications Badges**



13. **Custom Screens**

Ensure your child's iPad apps are organised so all non-school apps are on a separate screen.

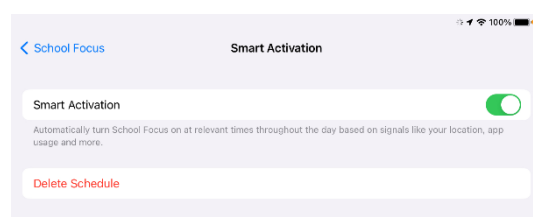
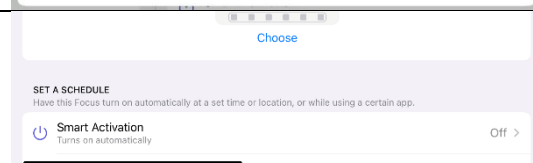
- From the School Focus window, under **Customise Screens**, click **Choose**
- Click on the screens which contain **ONLY** school apps
- Click **Done**

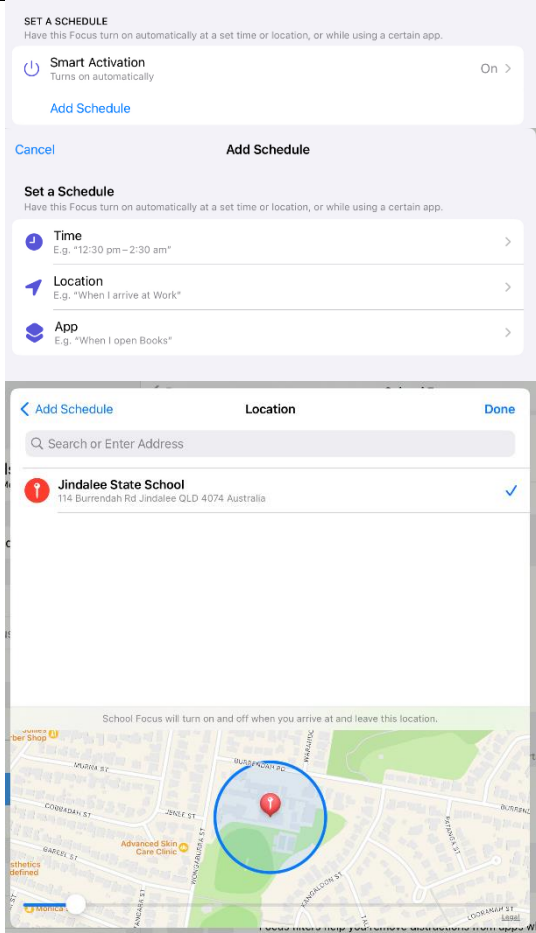
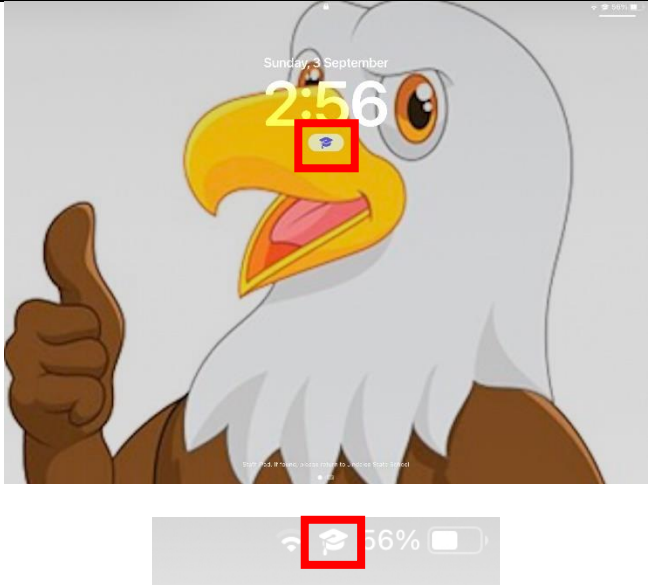


14. **Smart Activation**

This feature allows you to manage when and where School Focus is turned on.

- Back at the main window of your School Focus, click **Smart Activation**
- Toggle on **Smart Activation**



<p>15. Now <b>Smart Activation</b> is on, click <b>Add Schedule</b></p> <ul style="list-style-type: none"> <li>Schedule a <b>Time</b>, we recommend scheduling between 8am and 3.30pm. <i>You may choose to make this longer if your child attends before / after school care.</i></li> <li>In <b>Location</b>, enter <b>Jindalee State School</b>. <ul style="list-style-type: none"> <li>Press <b>Done</b> This will activate School Focus any time the iPad is located at school.</li> </ul> </li> <li>The <b>App</b> schedule is not required.</li> </ul>	
<p>16. <b>Focus Filters</b> are not required for <b>School Focus</b>.</p>	
<p>17. You can now exit <b>Focus</b> and close the <b>Settings</b> app.</p>	
<p>18. <b>School Focus</b> can be easily identified as active from both the <b>Lock Screen</b> and from the <b>Control Centre</b> icons (top right of any screen).</p>	

It is recommended that you regularly check that **School Focus** has not been altered or deleted by your child.