

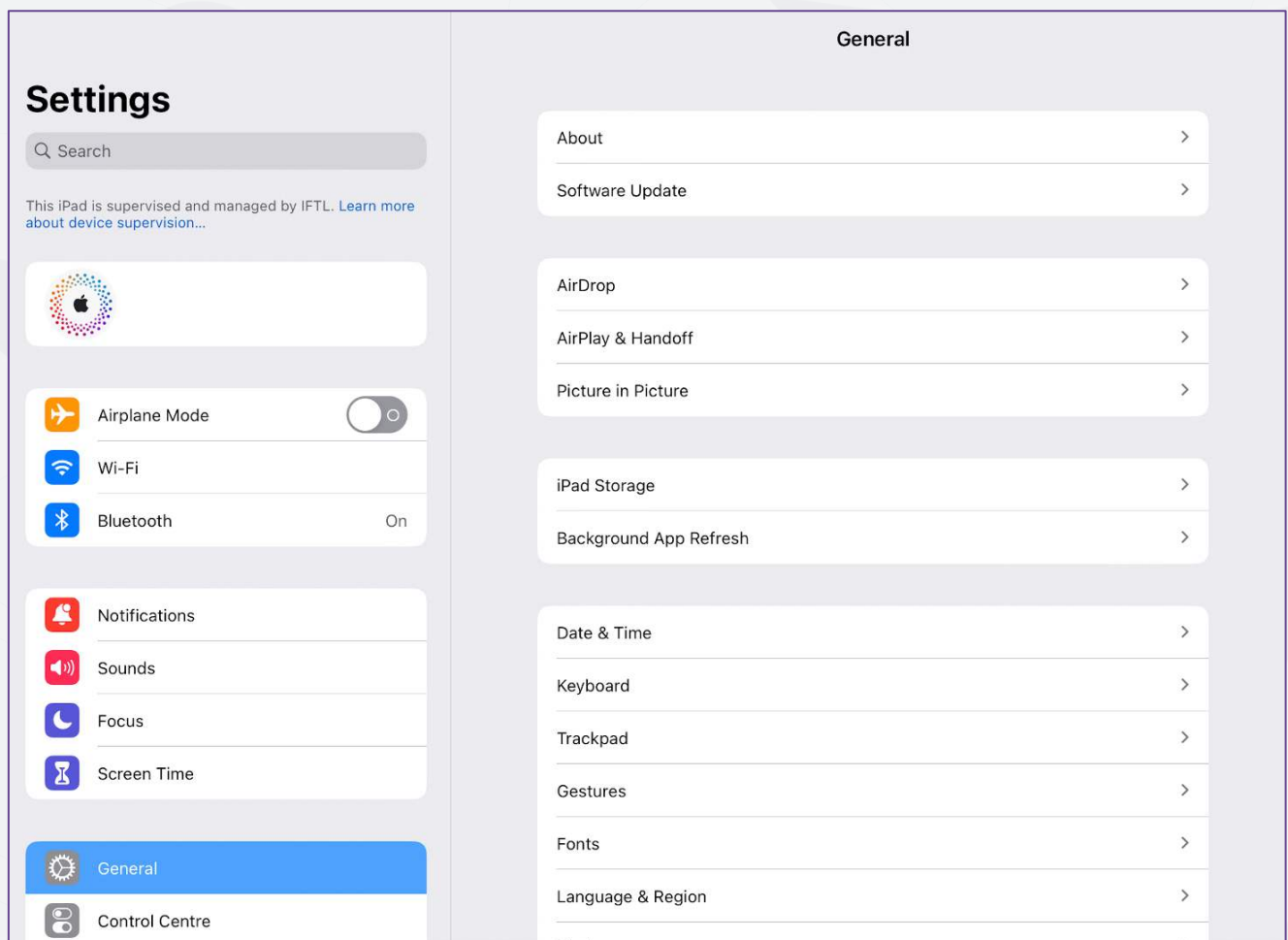
Guide to using Screen Time functionality

Learn more about the Screen Time functionality available on the iPad and how it can be used to educate the children on best practice, schedule time away from the screen, and set time limits for apps.

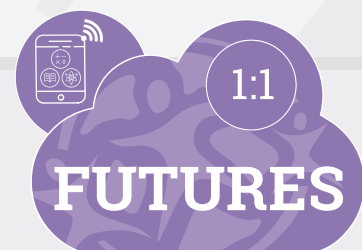


It is important to note that any restrictions or limits set using the Screen Time functionality should not impact on the use of the iPad using the school day.

Step 1: Open the settings application on the iPad.



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Step 2: Select Screen Time from the options on the left.

The screenshot shows the iPad Settings app. On the left, the 'Settings' menu is visible with 'Screen Time' highlighted in blue and a red border. On the right, the 'Screen Time' settings page is displayed. At the top, it shows 'Daily Average' as '26m' with a bar chart showing usage for each day of the week. Below the chart are several options: 'Downtime', 'App Limits', 'Communication Limits', 'Always Allowed', and 'Content & Privacy Restrictions'. At the bottom, there is a 'Use Screen Time Passcode' button and a note: 'Use a passcode to secure Screen Time settings and to allow for more time when limits expire.'

Step 3: Decide what function you want to use. Click on the options below to find out more:

[Understanding and analysing usage.](#)

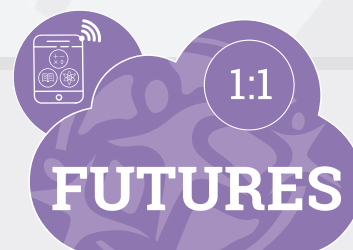
[Schedule time away from the screen.](#)

[Set time limits for applications.](#)

[Use Screen Time Passcode.](#)



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1. Understanding and analysing usage

Step 1: Click on See All Activity.

The screenshot displays the iPad Settings app. On the left, the 'Settings' menu is visible with 'Screen Time' highlighted in blue and outlined in red. On the right, the 'Screen Time' section shows a 'Daily Average' of 26m. Below this is a bar chart showing usage for each day of the week (M, T, W, T, F, S, S). A red box highlights the 'See All Activity' link below the chart. Further down, various Screen Time options are listed: Downtime, App Limits, Communication Limits, Always Allowed, and Content & Privacy Restrictions. At the bottom, there is a 'Use Screen Time Passcode' button and a note about using a passcode to secure settings.

Settings

Search

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Screen Time

Daily Average
26m

2h
1h
avg
0

M T W T F S S

See All Activity

Downtime
Schedule time away from the screen.

App Limits
Set time limits for apps.

Communication Limits
Set limits based on contacts.

Always Allowed
Choose apps to allow at all times.

Content & Privacy Restrictions
Block inappropriate content.

Use Screen Time Passcode

Use a passcode to secure Screen Time settings and to allow for more time when limits expire.



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Step 2: Review the Most Used categories to learn more about the usage.

This is an excellent opportunity to discuss how the iPad is being used and what for.

Settings

Q Search

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Airplane Mode

Wi-Fi

Bluetooth On

Notifications

Sounds

Focus

Screen Time

General

Control Centre

Screen Time

Week Day

SCREEN TIME

Daily Average
26m

M T W T F S S

Creativity 35m Productivity & Finance 30m Travel 11m

Total Screen Time 3h 8m

MOST USED [SHOW CATEGORIES](#)

Settings 1h 12m

Photos 35m

Safari 24m

Notes 17m

Outlook 12m

google.co.uk



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2. Schedule time away from the screen

Step 1: Select Downtime from the options on the right.

The screenshot shows the iPad Settings app. On the left is the 'Settings' menu with 'Screen Time' selected. On the right is the 'Screen Time' settings page. At the top, it shows 'Daily Average' as 29m with a bar chart for the week. Below the chart is a list of options: 'Downtime' (highlighted with a red box), 'App Limits', 'Communication Limits', 'Always Allowed', and 'Content & Privacy Restrictions'. At the bottom, there is a 'Use Screen Time Passcode' button and a note about using a passcode to secure settings.

Settings

Q Search

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Screen Time

Daily Average
29m

See All Activity >

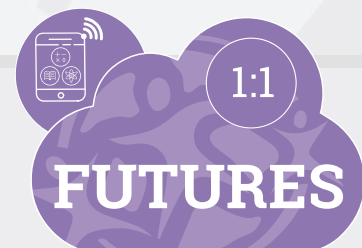
- Downtime** Schedule time away from the screen. >
- App Limits** Set time limits for apps. >
- Communication Limits** Set limits based on contacts. >
- Always Allowed** Choose apps to allow at all times. >
- Content & Privacy Restrictions** Block inappropriate content. >

[Use Screen Time Passcode](#)

Use a passcode to secure Screen Time settings and to allow for more time when limits expire.



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Step 2: Click the button to schedule downtime and choose the timings from and to using the scrolling times.

The screenshot shows the iPad Settings app with the 'Screen Time' section selected. The 'Downtime' settings are visible, including the 'Scheduled' toggle which is turned on. The 'From' and 'To' time slots are set to 18:00 and 08:00 respectively. A time picker is shown below, with 08:00 selected.

Settings

Q Search

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Screen Time

Downtime

During downtime, only apps you choose to allow and phone calls will be available.

Ignore Downtime Until Schedule

Give more screen time without adjusting your schedule.

Scheduled

Scheduled turns on downtime for the time period you select. A downtime reminder will appear five minutes before downtime.

Every Day ✓

Customise Days

From 18:00

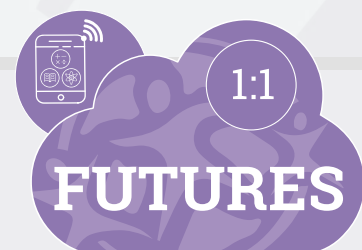
To 08:00

05 57
06 58
07 59
08 00
09 01
10 02
11 03

Downtime will apply to this device. A downtime reminder will appear five minutes before downtime begins.



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3. Set time limits for applications

Step 1: Select App Limits from the options on the right.

The screenshot shows the iPad Settings app. On the left, the 'Settings' menu is visible with 'Screen Time' selected and highlighted in blue. On the right, the 'Screen Time' settings page is displayed. At the top, it shows 'Daily Average' screen time as '29m' with a bar chart showing usage for each day of the week. Below the chart is a list of Screen Time features: 'Downtime', 'App Limits', 'Communication Limits', 'Always Allowed', and 'Content & Privacy Restrictions'. The 'App Limits' option is highlighted with a red rectangular box. Below this list is a section for 'Use Screen Time Passcode'.

Settings

Search

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Airplane Mode

Wi-Fi

Bluetooth On

Notifications

Sounds

Focus

Screen Time

General

Control Centre

Screen Time

Daily Average
29m

Day	Usage
M	~1.5h
T	~1.2h
W	~0.5h
T	~0.2h
F	~0.1h
S	~0.8h
S	~0.6h

See All Activity >

Downtime
Schedule time away from the screen. >

App Limits
Set time limits for apps. >

Communication Limits
Set limits based on contacts. >

Always Allowed
Choose apps to allow at all times. >

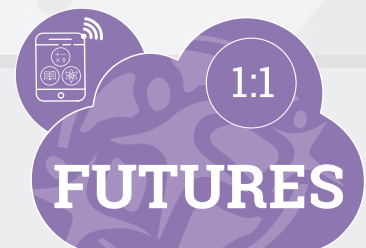
Content & Privacy Restrictions
Block inappropriate content. >

Use Screen Time Passcode

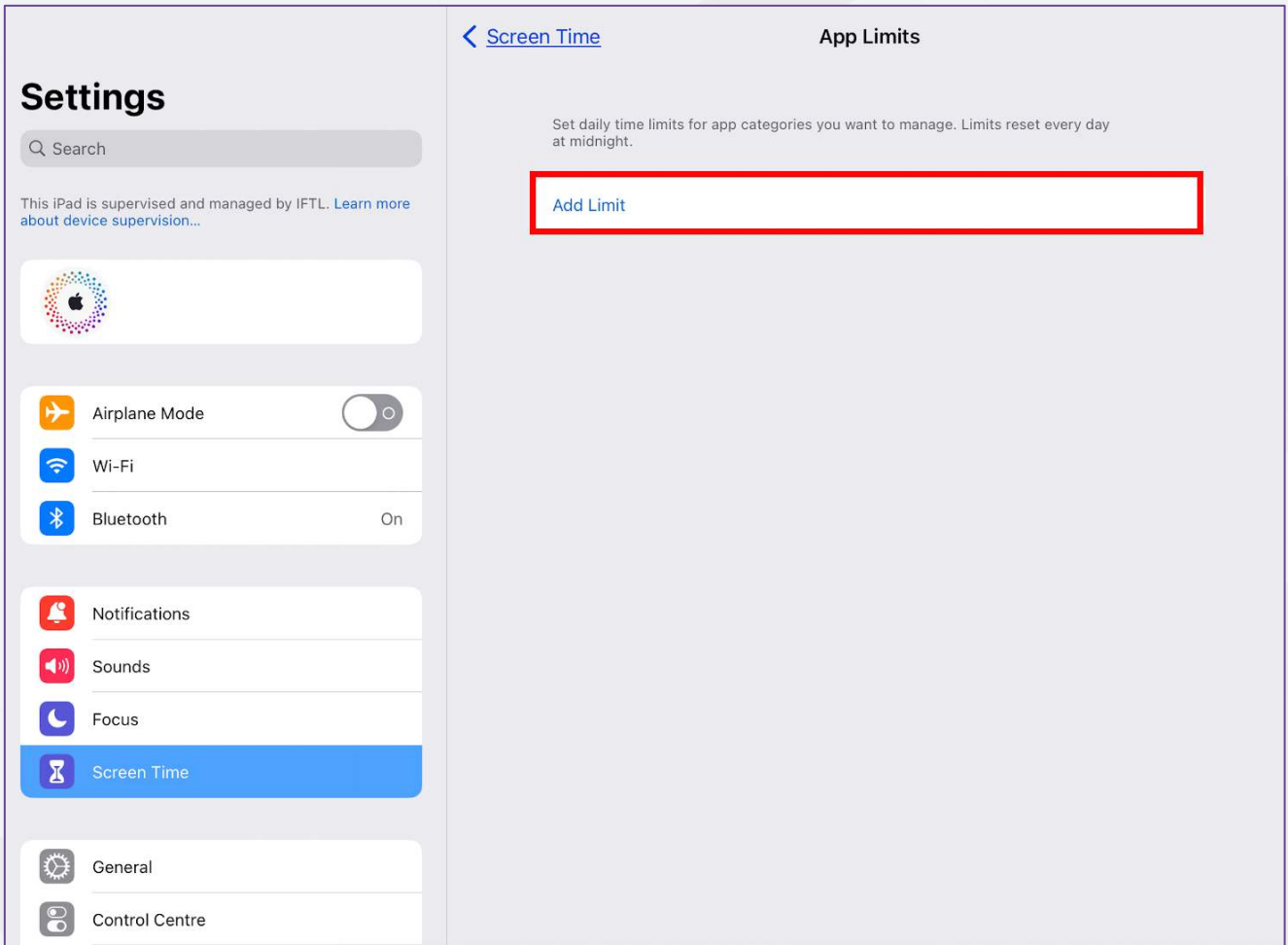
Use a passcode to secure Screen Time settings and to allow for more time when limits expire.



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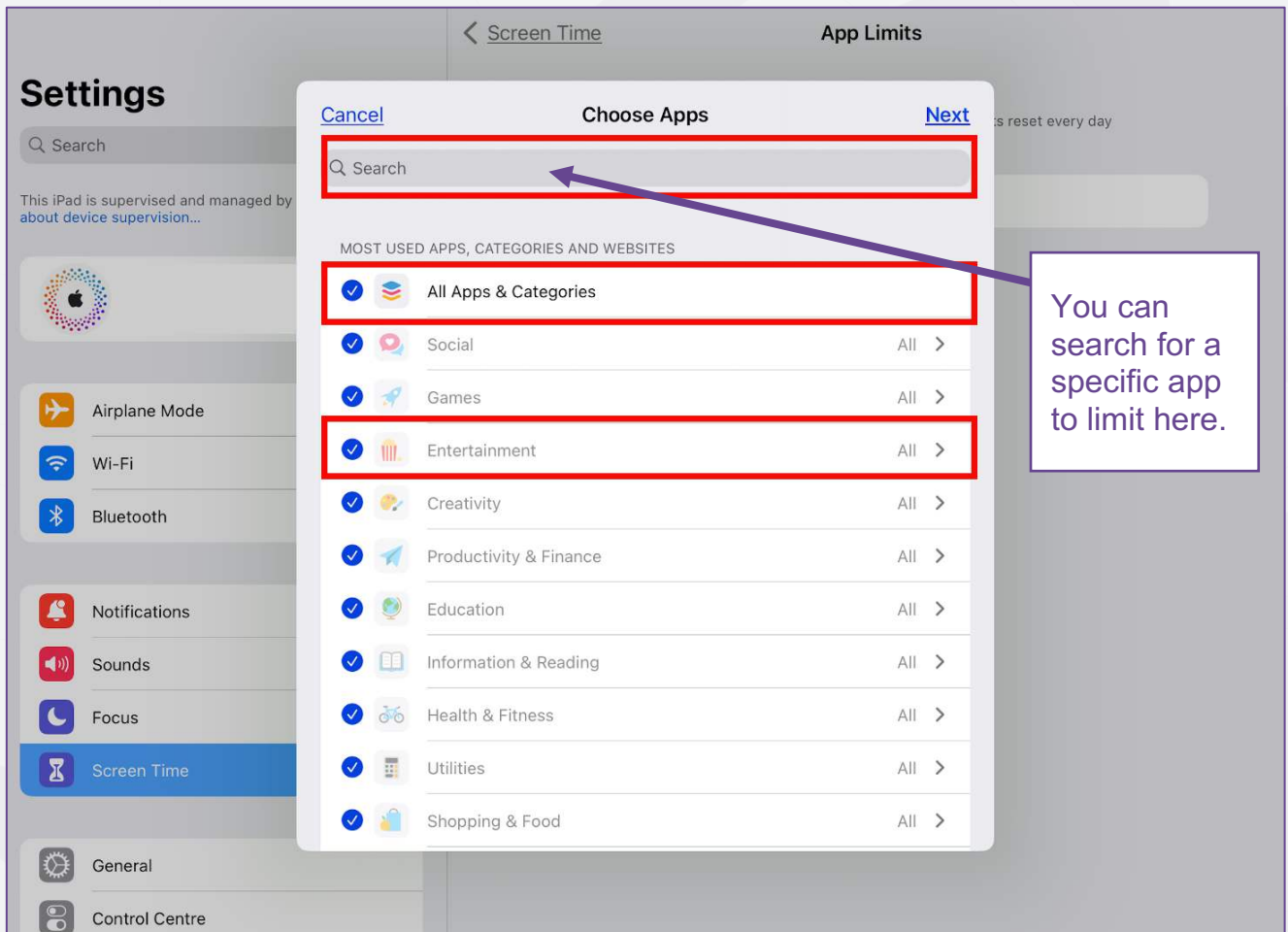
Step 2: Click Add Limit from the options on the right.



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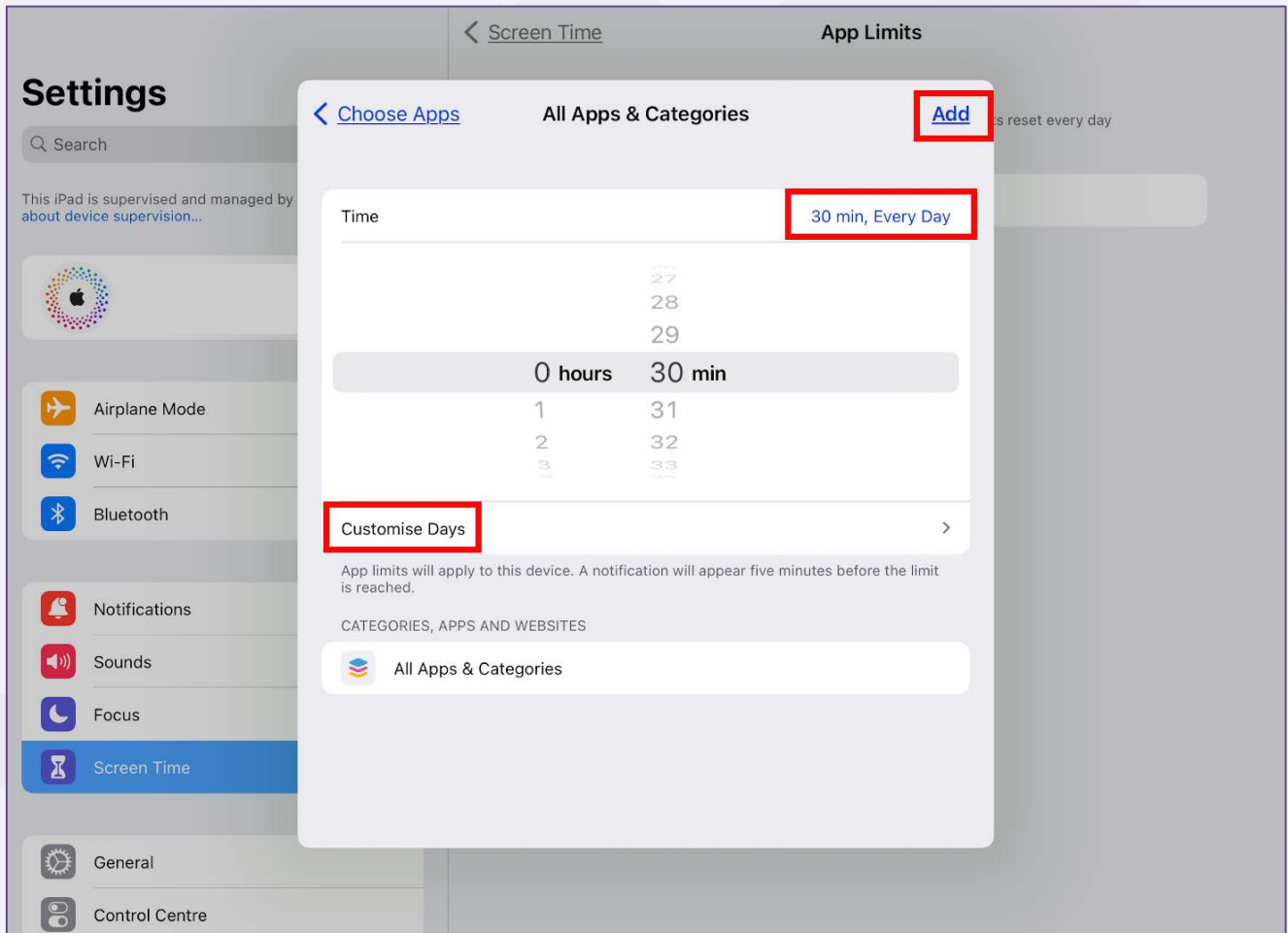
Step 3: Choose the categories or the individual application that you wish to limit.



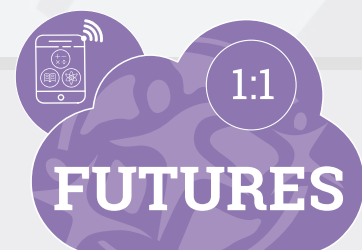
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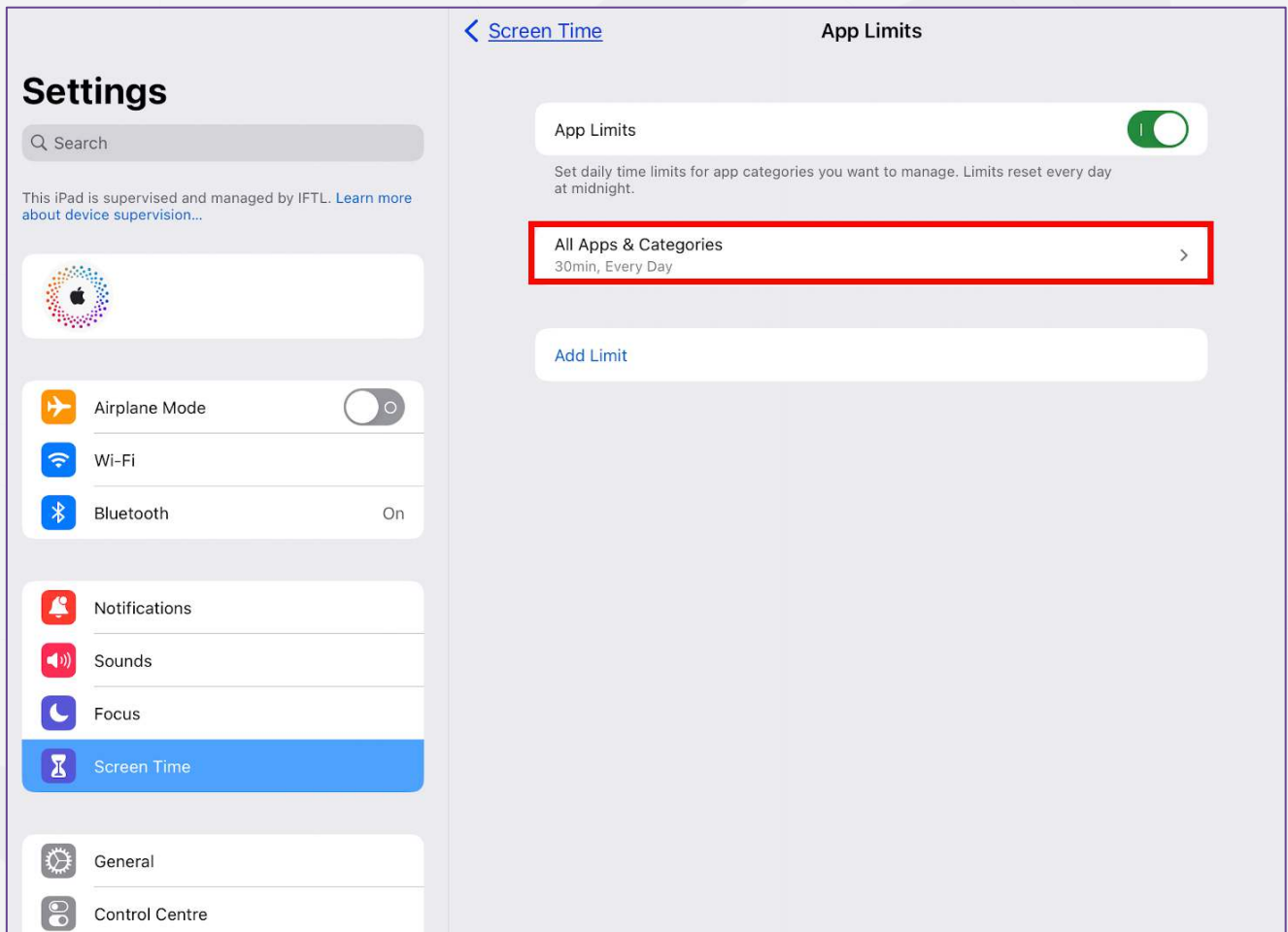
Step 4: Use the scrolling time to indicate how long you want your child to be able to use apps within these categories for. You can also customise this to the days you want.



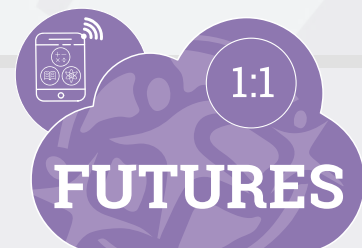
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Step 5: Check that your limit has been set. You can have multiple limits in place if you wish.



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4. Use Screen Time Passcode

Step 1: Select Use Screen Time Passcode from the options on the right.

The image shows a screenshot of an iPad's Settings app. On the left is the 'Settings' menu with 'Screen Time' selected. On the right is the 'Screen Time' settings page. A red rectangular box highlights the 'Use Screen Time Passcode' option. Below this option is a toggle for 'Share Across Devices' and buttons for 'Set Up Screen Time for Family' and 'Turn Off Screen Time'.

Settings

Q Search

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Screen Time

See All Activity >

Updated today at 00:51

Downtime
Off >

App Limits
Set time limits for apps. >

Communication Limits
Set limits based on contacts. >

Always Allowed
Choose apps to allow at all times. >

Content & Privacy Restrictions
Block inappropriate content. >

Use Screen Time Passcode

Use a passcode to secure Screen Time settings and to allow for more time when limits expire.

Share Across Devices

You can enable this on any device signed in to iCloud to report your combined screen time.

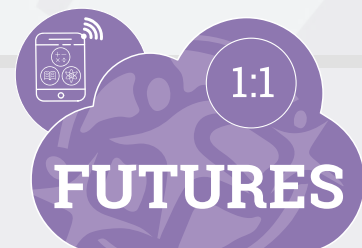
Set Up Screen Time for Family

Set up Family Sharing to use Screen Time with your family's devices.

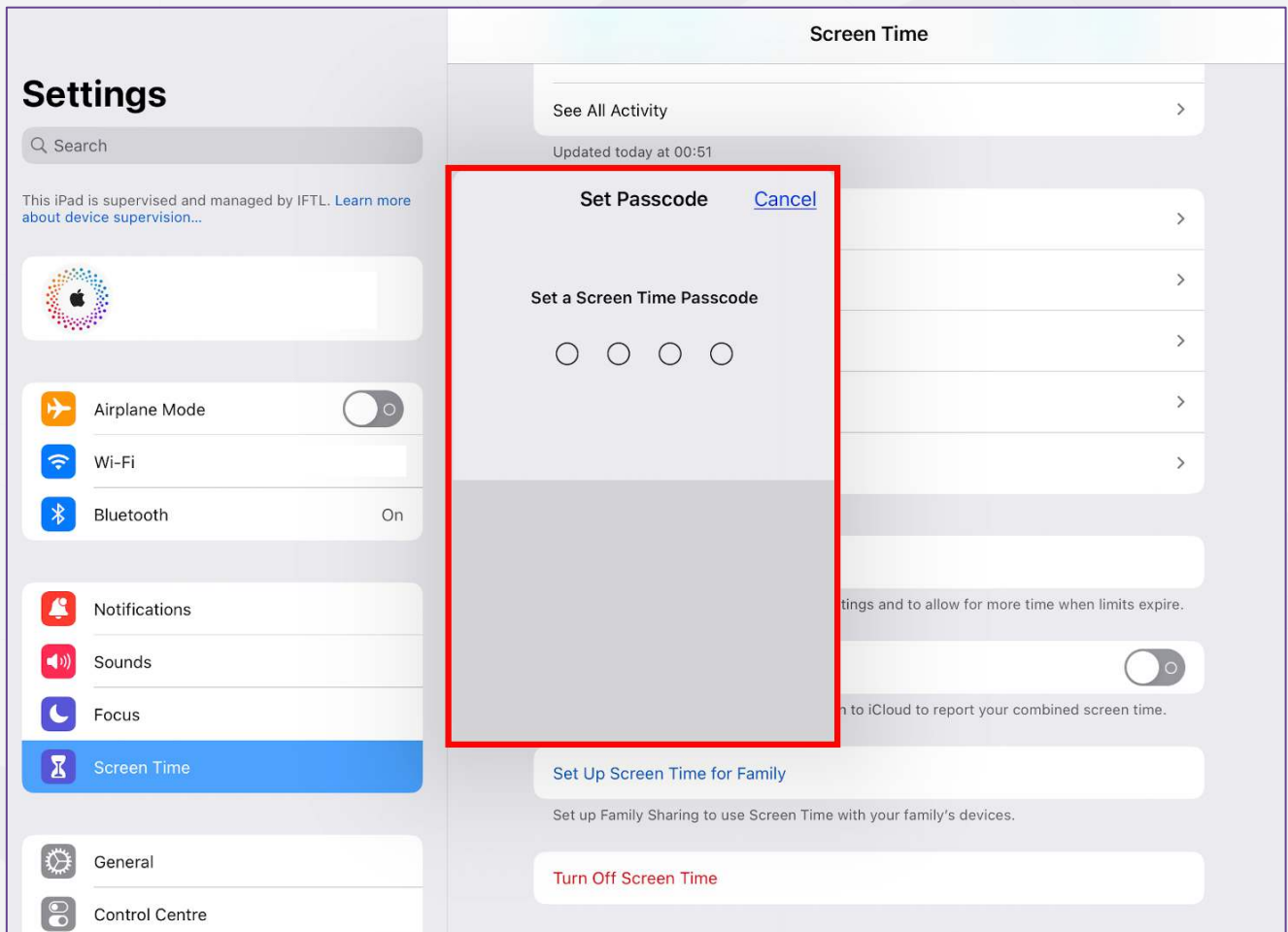
Turn Off Screen Time



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Step 2: Set passcode which will be required to extend the restrictions set or to overrule them.



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