

## ***IPAD USE POLICY***

### **PURPOSE OF STUDENT IPADS:**

Scott City Middle School emphasizes that iPads issued to students are intended as an educational tool that will enhance the instructional model & allow students to benefit from a technology-rich education. Teachers will be designing instruction that uses the iPad as the basic platform for learning, & all 6<sup>th</sup>- 8<sup>th</sup> grade students will need one in order to be successful & involved in their classes.

### **IPAD PARENT RESPONSIBILITIES:**

It is the parents' responsibility to inform their children about values & the standards of Internet use at home. iPads will have filtering while on the school's network. USD#466 may also restrict legally purchased content that is loaded onto a student's iPad.

### **GENERAL CARE OF YOUR IPAD:**

- A cover that protects all corners of the iPad & protects the back of the iPad is required at all times.
- A screen protector is required on the iPad at all times.
- Use only a clean, soft cloth to clean the screen. Do not use any type of cleanser.
- Cords & cables must be inserted carefully into the iPad to prevent damage.
- iPads need to remain free of any drawing, writing, stickers or labels.
- iPad screens are especially sensitive to damage. Do not drop them, bump them, or place excessive pressure against the screen.
  - Do not stack other objects on top of the iPad.
  - Do not eat or drink while using your iPad.
  - Do not allow the iPad to become wet.
  - Do not store the iPad in areas where they will be subject to extreme heat or cold (in a vehicle).
- Even the most expensive iPad cases will not ensure that damage will not occur if the iPad is dropped or excessive pressure is placed against the screen.
- Report any damage or malfunctions immediately to a teacher or the office.

### **DAILY IPAD EXPECTATIONS:**

- Take iPad to every class, unless otherwise instructed by your teacher.
- iPad must have an 85% charge to last the entire school day.
- No social media during school hours.
- The use of iPads will not be permitted during passing periods or lunchtime.
- A student's name or picture must be used for the lock screen.
- Required apps, either those loaded by the school or installed at the request of your teacher are accessible & ready for use.
- Students are responsible for completing coursework daily. Not having one's iPad for any reason (other than approved repair issues) is not acceptable & will result in mandatory time spent before or after school to make up missed assignments.
  - For those approved repair issues, a loaner iPad may be checked out of the office.

### **WIFI FOR IPADS:**

- A connection "USD#466" will be provided & securely connected when you are at school.
- WiFi may be available on busses traveling to out of town activities. If the bus is WiFi equipped your iPad will automatically connect to a signal that has "USD#466" in the name.
- You may connect your iPad to your own WiFi at home.
- Do not connect to WiFi signals for which you do not have authorization.

### **MANAGING THE IPAD:**

- Each iPad will have certain apps & settings that are preloaded. These must not be altered in any way.
  - If you remove "profiles" found in the general settings of the iPad, your iPad will no longer have the ability to connect to the internet at the school. The apps & their data that are provided by the school district will be lost.

- **Do not perform any of the reset functions** in general settings. Your iPad will lose the ability to connect to the internet, & all data & apps will be lost.
  - Removal of profiles and/or performing any reset functions will result in disciplinary action and/or fines.
- Use iCloud for backup of primary image of iPad in case your iPad has become damaged or is not functioning properly.
  - Students should save work to a cloud type environment & regularly backup data. Data will NOT be backed up in the event an iPad has to be re-imaged or restored to factory settings.
  - It is the student's responsibility to ensure that work is not lost due to mechanical failure or accidental deletion.
  - iPad malfunctions are NOT an acceptable excuse for not submitting work.
- It is recommended by the school district that you do not attach any credit card information to your iTunes account & use only iTunes gift cards to purchase apps that are not paid for & installed by the school district.
  - The iTunes account that you will be using for the iPad is yours to keep. All apps that you purchase with that iTunes account will remain with that account. Most apps that are purchased by the school district will remain property of the school district & will be removed at the appropriate time.
  - When the school sends out apps to the iPads you will be required to enter in your iTunes account password for the app to install.
- In the event that storage space becomes an issue & is running low, student music, photos & apps will need to be deleted in order to make room for higher priority educational apps & data.
- User accounts are considered property of the school district. Network administrators may search school devices & monitor accounts at any time to maintain system integrity & to ensure that users are using the system responsibly. **Users have no expectation of privacy with regards to anything stored on school devices.**

**IPAD ACTIONS REQUIRING DISCIPLINARY CONSEQUENCES:**

- Intentional damage to your iPad or another student's iPad.
- Removal of profiles or unauthorized reset of settings.
- Accessing another individual's device, account, materials, information, or files.
- Inappropriate data or use of iPad.
- Losing your iPad, leaving it unattended, or leaving it at home.
- Sending, accessing, uploading, downloading, or distributing offensive, profane, threatening, pornographic, obscene, or sexually explicit materials.
- Inappropriately utilizing photos, video, and/or audio recordings of any person, or recording, photographing, or video recording others without teacher permission & the legal consent of all those who are being recorded.
- Detentions, loss of Internet access, in-school suspension, out-of-school suspension, possible expulsion, legal action, and/or financial obligations may be deemed appropriate consequences by district administration.

**IPAD COSTS:**

- Students will be assessed a \$75 annual technology fee which includes the cost of insurance. The fee must be paid prior to picking up the iPad before the school year starts.
- The insurance policy covers one iPad per student per school year for any costs outside the manufacturer's warranty. It is at the school's discretion on what type of repairs or replacements are needed. Each claim deductible for a damaged iPad will increase by \$50 for each subsequent break within a school year.
- Power adapter, cover, or any school-owned accessories are not covered by insurance. These items require a full replacement cost with the exact same item.
- Students are responsible for purchasing & maintaining an iPad case that meets the guidelines written in the general care section. The school has covers available for purchase with a cost of \$30.
- Students are responsible for purchasing & maintaining a set of headphones/earbuds to use with their iPad.

**iPad policy is subject to change as district administration deems it necessary.**