

## HOLY FAMILY SCHOOL IPAD POLICY

### **Expectations for Student use of iPads:**

- Bring the iPad each day to school, fully charged.
- Keep the iPad in its case and carry the iPad in a separate bag, not in a backpack.
- Store the iPad in a safe place when not in use.
- Use the iPad for school-related activities and keep electronic communication school related.

### **iPad Settings**

- Students and Parents are **not** allowed to alter iPad settings. This will interfere with our mobile device management (MDM).

### **Personal Electronic Devices**

- Student use of personal electronic devices including cell phones, iPods, tablets, iPads (not belonging to HFS) and laptop computers is prohibited on campus during school hours.

### **Photos, Sound and Apps**

- Students may not take pictures with their iPads unless directed by a teacher. Photos taken for instructional purposes are to be used for instructional purposes only.
- Students may not record teachers or other students with their iPads without their permission.
- Sound must be muted at all times unless permission is obtained from the teacher for instructional purposes.
- Students must have headphones with them at school each day so that they can listen to audio as directed by the teachers.
- All required apps and digital textbooks will be provided by Holy Family and will be managed through our Mobile Device Management (MDM) system.

### **iPad Care**

- Be careful with the iPad! The iPad screen can be damaged if subjected to rough treatment.
- iPads should not be stored in hot vehicles, or exposed to excessive heat or liquids.
- Transport the iPad in an approved carrying bag. The iPad and accessories, including headphones and keyboards, should be kept in the protective carrying bag when not in use. No other items should be stored or carried within the protective carrying bag to avoid pressure and weight on the screen or keyboard.

- Cords and cables must be inserted into the iPad carefully to prevent damage.

### **iPads Left at Home**

- If students leave their iPads at home, they are responsible for getting their class work completed as if they had their iPads present. Students may check out loaner iPads in the Technology Lab.

### **iPad Supervision During After School Activities**

- Students participating in after school activities at Holy Family School such as athletics, music, cheer, or drama may leave their iPads at Time Well Spent. The devices must be under supervision at all times.

### **iPads Left in Unsupervised Areas**

- Under no circumstances should iPads be left in unsupervised areas. Unsupervised areas include the school grounds, computer lab, unlocked classrooms, library, and hallways. Any iPad left in these areas will be taken to the office and dealt with as a disciplinary matter.

### **Parent Responsibilities**

- Monitor student use of the Internet while using the iPads on a network outside of school.
- Discuss with your child your expectations for conduct regarding the use of the Internet and other available media.
- Work in partnership with the school to foster and reinforce strong digital citizenship skills and ethical decision making.

### **iPad Warranty and Insurance**

The Archdiocese C3 iPads are covered under Sprint's Accidental Damage Warranty. Families are responsible for \$75 deductible for any damage claim.

Sprint's accidental damage warranty includes:

- Basic repairs for mechanical or electrical failure due to defects or normal wear and tear
- Device does not power on or charge
- Missing components
- Failed or inoperable lens or port
- Degraded/defective LCD screen or housing
- Cracked screen

**NOT COVERED:** Lost or stolen devices, liquid damage or corrosion, intentional damage, circuit board damage, catastrophic damage.

**Lost or stolen devices:**

- A police report must be filed for a stolen device within 48 hours
- Holy Family School administration must be notified within 48 hours
- Families are liable for the MSRP for a lost device

**As a Holy Family School Student:**

- I will take good care of my iPad.
- I will never leave my iPad unattended.
- I will keep food and beverages away from my iPad.
- I will not alter the settings or apps on my iPad.
- I will bring my iPad to school every day with its battery fully charged.
- I will protect my iPad by only carrying it in an approved carrying bag.
- I will not place decorations (such as stickers, markers, etc.) on the iPad or case.
- I will not remove stickers or asset tags from the iPad.
- I will return the iPad in good working condition. I understand that any loss or damage to my school-issued iPad is my responsibility.