

Lourdes Central Catholic School

iPad Acceptable Use Policy

Lourdes Central Catholic School has purchased Apple iPad for sixth through twelfth grade students' use for the current school year. The student will be issued an iPad with Mobile Device Management (MDM) software installed. Lourdes students and parents are required to review this document, as well as sign the accompanying agreement to protect the hardware and software inherent with this technology.

Technology resources at Lourdes Central Catholic School are provided for the purpose of supporting the educational mission of the School. The School's goal in providing the iPad is to promote educational excellence: by facilitating resource sharing, innovation, research, creativity, communication, increased productivity, and mobile learning.

Use of these technologies is a privilege that carries responsibility and behavioral expectations consistent with all school rules and policies, including but not limited to those stated in the Parent-Student School Handbook. It is understood that members of the Lourdes Central Catholic School community will use all types of computing devices and the School's network in a responsible, ethical, and legal manner at all times.

Lourdes Central Catholic School retains sole right of possession of the iPad and related equipment. The iPad will be issued to students according to the guidelines set forth in this document. Lourdes Central Catholic School retains the right to collect and/or inspect the iPad at any time, and to alter, add, or delete installed software or hardware.

This policy and the accompanying guidelines are provided to make all users aware of the responsibilities associated with efficient, ethical, and lawful use of technology resources.

COSTS

- Prior to receiving an iPad, each student must have an iTunes account and the Acceptable Use Policy must be signed. (The previous annual fee of \$50.00 is included in your tuition for the 17-18 school year.)
- A \$50.00 deductible fee will be assessed if a claim is made on the Lourdes Central Catholic School provided insurance.

TAKING CARE OF THE IPAD

- Students are responsible for the general care of the iPad they have been issued by the school. iPads that are broken or fail to work properly must be reported immediately to the teacher for an evaluation of the equipment.
- iPads should always be inside the protective case provided by the school. No alterations to the iPad or case are allowed.
- If a device is stolen, contact the police. A police report will be required. Then, report the theft immediately to the School Office.
- If you experience technical issues, please contact Apple support (800-800-2775 option 3). Out of courtesy, inform the teacher/school/tech contact as well. Using any other vendor violates the terms of warranty.

USING THE IPAD AT SCHOOL

- iPads are intended for use at school each day. Students must bring their iPad to all classes unless specifically instructed not to do so by their teachers.
- iPads must be fully charged at the beginning of each school day.
- Students who repeatedly (three or more times in a quarter) fail to bring the iPad to school or maintain a fully charged battery will be subject to normal school consequences.

PASSWORDS

- Each student will choose a 4-digit lock screen code. This passcode will be kept on record with the school and may not be changed without school permission. Students are prohibited from sharing this code with anyone except their parents.
- Lourdes Central Catholic School will provide a password to each student for their email account. This password may not be changed by the student

CONTENT

- Photo/video storage on the iPad will be for academic projects only.
- All apps and content must be used only for academic purposes.
- Students will maintain their own Apple ID. iCloud photo streaming and automatic downloads of music, apps, books and updates will be turned off.
- The apps installed by the school on the iPad must remain on the iPad in usable condition and be easily accessible at all times.
- Non-educational games or apps as well as social networking apps are not allowed on the iPads. Students will be issued a detention for the first offense and will receive a one day suspension for subsequent offenses.
- Students are not able to remove or uninstall any apps. If an app needs to be removed, the device needs to be brought to the school technology department for removal.
- Students may be asked to provide their iPad for inspection at any time.
- The Diocese of Lincoln provides Office 365 email and online documents, there should be no expectation of any right to privacy. Students are to use the cloud services for education only, and consideration should be given to users who may have limited access by avoiding large attachments and sharing documents only for educational purposes.

STRICTLY PROHIBITED ACTIVITIES

- Illegal possession or transmission of copyrighted materials.
- Any action that violates existing school policy or public law.
- Sending, accessing, uploading, downloading, or distributing offensive, profane, threatening, pornographic, obscene, or sexually explicit materials. The use of mobile devices, or any technology, to view inappropriate sexual content may result in suspension or expulsion. The distribution of such material will result in suspension or expulsion. When applicable, law enforcement agencies will be involved.
 - Students and parents who have concerns about text content being shared between students via mobile devices may send or bring evidence (screenshots) of the activity.
- Social Networking apps, messaging services (including iMessage) and chat rooms.
 - Reminder that it is illegal under federal law for anyone under 13 to be on any social networking site without parental permission. Also, only students 13 and older may legally download home or mobile applications of Office 365.
- Use of sites selling term papers, book reports and other forms of student work.
- Non-educational games. Only educational games, which in no way contradict our mission as a Catholic school may be used with permission of a teacher.
- “Jailbreaking” of the iPad.
- Spamming – sending mass or inappropriate emails.
- Attempting to or gaining access to other student’s accounts, files, and/or data.
- Use of the school’s internet/E-mail accounts for financial or commercial gain or for any illegal activity.
- Use of anonymous and/or false communications.
- Participation in credit card fraud, electronic forgery or other forms of illegal behavior.
- Vandalism (any malicious attempt to harm or destroy hardware, software or data, including, but not limited to, the uploading or creation of computer viruses or computer programs that can infiltrate computer systems and/or damage software components) of school equipment.
- Bypassing, or attempting to bypass, the Lourdes Central Catholic School web filter or MDM through a web proxy or any other means.
- Using another student’s iPad without teacher direction or the other user’s permission.

STUDENT DISCIPLINE

- If a student violates any part of the above policy, he/she will be subject to disciplinary consequences to be determined by the teacher and school administration, including the potential to be dismissed from the program and/or expelled from school. When applicable, law enforcement agencies will be involved.

Parent/Guardian Policy

I hereby release Lourdes Central Catholic School and its personnel from any and all claims and damages of any nature arising from my child's use of, or inability to use the school technology, including but not limited to claims that may arise from the unauthorized use of the iPad to purchase product or services.

I understand that it is impossible for Lourdes Central Catholic School to restrict access to all controversial materials, and I will not hold the school responsible for materials accessed on the network. I also agree to report any inappropriate iPad use to the school administration.

I accept full responsibility if and when my child's use of technology is not in the school setting and understand that my child is subject to the same rules and agreements while not in school.

I accept that I am responsible to pay for the \$50.00 deductible if I must make a claim on the Lourdes Central Catholic School provided insurance.

I have read and understand the information contained in this document, have discussed it with my child, and agree to abide by the rules set forth in this document.

I agree to the stipulations set forth in the above documents.

Student Name (Please Print): _____ Grade: _____

Student Signature: _____ Date: _____

Parent/Guardian Name (Please Print): _____

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian E-mail _____

Parent/Guardian Phone _____