

Notre Dame Academy iPad Users Agreement

A COMPLETED AND SIGNED AGREEMENT MUST BE RECEIVED IN THE NOTRE DAME ACADEMY MAIN OFFICE BEFORE THE DATE OF STUDENT IPAD TRAINING

No iPad will be released to the student without this signed agreement.

Students and parents are accountable for the care and return of the iPad , which remain the property of Notre Dame Academy (NDA). A screen protector and a protective case are issued by NDA and are required items while using the iPad.

For Students

Students are responsible for the care of the iPad **AT ALL TIMES**. Students are responsible for the replacement of the iPad and accessories purchased by NDA. If an iPad is not available due to theft, loss or damage due to intentional or unintentional abuse or misuse, the student must immediately notify the Technology Department. Students must use the iPad appropriately.

All acceptable use policies for the school computers and computing system apply to the iPad. Students must bring the iPad to school each day charged and ready to use . It will be a focal point of instruction and must be brought to every content area class. Students will be using the iPad for selected activities in classes. At all other times in class, they must be stored safely away. Students are able to use their iPad at breaks and before and after school.

Students are able to transfer music and files to their iPad. It is the responsibility of each student to ensure that student-loaded files and applications do not consume memory needed for instructional or educational requirements. All school applications must be on the iPad each day and any applications required by a teacher during the school year must be added as well. All installed digital material must follow U.S. copyright laws.

Students must use good judgment and follow the predefined Notre Dame Academy rules of conduct when using the camera. The student agrees that the camera will not be used to take inappropriate, illicit or sexually explicit photographs or videos, nor will it be used to embarrass anyone in any way. Any use of cameras in restrooms or the locker room, regardless of intent, will be treated as a serious violation

The iPad cannot be used to listen to music during class without explicit permission of the teacher. The devices must not be used to send material that defames an individual, organization, association, company or business. The use of a Mobile Device Management application (AirWatch) prevents the use of the iPad with iTunes. Students are not allowed to remove the AirWatch app, nor are they allowed to reset the iPad and sync to iTunes on a computer.

If the devices are found to contain material that the school deems inappropriate, they will be withdrawn from student use. Students should never loan their iPad to anyone nor leave it unattended. NDA reserves the right to look at the contents of a student's iPad at any time. The content of your iPad and your browsing history are subject to audit on a random basis throughout the school year.

The iPad will remain the property of NDA and are on loan to the student. The student must maintain the iPad in working condition while at NDA. The use of a passcode lock is required on the NDA iPad at all times.

Disciplinary Action: Student misuse will result in disciplinary consequences including loss of iPad privileges.

Students must take care of the iPad:

- Treat the iPad like a piece of glass. It will break if mistreated.
- Keep the iPad and attachments in a bag or case.

- Keep the iPad from extreme temperatures, food, drink, water, cleaning agent, etc
- Clean the iPad with a soft polyester cloth, such as one used to clean eyeglasses.

For Parents

Off campus, students have the ability to use the iPad to access the internet anywhere they can connect to a wireless network.

NDA has purchased insurance for all student owned iPads. This insurance covers all types of damage to an iPad and stolen iPads and has a \$100 deductible for every claim. The insurance **DOES NOT COVER LOST IPADS**.

If an iPad is damaged or stolen the student must pay the deductible and provide a security deposit for a loaner ipad. The deductible is \$100 and can be paid through the finance office. The security deposit is \$300 and will be returned when the loaner iPad is returned in good working condition. If the loaner is lost, stolen or damaged the security deposit will be cashed. In the event the iPad is lost, the student must pay \$550 (replacement cost of iPad, case and screen protector) to Notre Dame Academy before receiving a replacement iPad.

An iTunes Store account must be **pre-established** so that students can download required applications. Students will be required to download required applications and may also download and install personal applications on their iPad. **Students will be shown how to create an iTunes account without the need for a credit card.** You may enter a credit card if you wish, but any apps purchased by the student will be charged to that card. One option that you might choose is to purchase an iTunes gift card. These can be used for any iTunes purchase.

Please note that personal applications that do not meet NDA standards will be removed. Students are able to download music to their iPad via iCloud..

Use at Home

Parents are encouraged to talk to their children about the responsibilities of using this device as it is a Wi-Fi enabled device and can access the internet. NDA will restrict what type of content can be viewed online at school. However, while off campus we cannot filter or restrict the type of content they can access.

Parents are able to use the "Parental Restrictions" setting included on the iPad. Instructions on how to setup and use these restrictions can be found online at apples support site: <http://support.apple.com/kb/HT4213>

iPad Use at School

Students will be using the iPad at school and may use it for various activities. Students may use the iPad to take notes by writing or typing but can only record the teacher's lectures with his or her permission. Failure to follow this rule will result in disciplinary action.

iPad and iTunes

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iPad Backup

The iPad must be backed up to iCloud. NDA will provide training on the use and management of iCloud. Preloaded apps must not be removed as these are part of the NDA curriculum.

Find My iPad

Students must set their iPad to use Find My iPad. NDA will provide training on using this mandatory feature.