

Falcon School District 49 Student and Parent iPad Agreement

Overview Introduction:

Falcon District 49 is committed to preparing students to be literate, responsible citizens in a global economy. This initiative will immerse our students into a technology-rich instructional environment to become effective users and communicators of information in order to function in a technological society. Understanding and adhering to the following guidelines and procedures are necessary for the success of the program.

Terms of iPad Loan

The parent/guardian(s) and student must sign this agreement in order for the student to be issued an iPad.

A. Terms of Loan and Insurance Option

1. Falcon School District 49 will issue an iPad to students upon compliance with the following:
 - Completion of student and parent orientation training session
 - Submission of signed Falcon School District 49 iPad Agreement

Legal title to the property (iPad) is with Falcon School District. A student's right of possession and use is limited to and conditioned upon full and complete compliance with the following school policies:

- Falcon District 49
 - Other Guidelines as outlined in this iPad user agreement.
2. Students may be subject to loss of privilege, disciplinary action, legal action and/or financially responsible for the **\$499.00** iPad in the event of intentional damage and/or violation of policies and guidelines as outlined in the Falcon School District 49 iPad Agreement as well as the Falcon School District 49 Acceptable Use Agreement (AUA) and BOE policies JS and JS-R.
 3. Falcon School District 49 is offering an optional **\$30.00** non-refundable insurance fee for each iPad that is issued to students. The insurance covers accidental damage from liquid spills, power surges, drops, falls, collisions, flood, fire, smoke, wind, and earthquake, as well as damage to batteries and ac adapters. Insurance does not cover negligence, abuse, loss, theft, or vandalism. For example, throwing the iPad or using the iPad as an umbrella would be considered examples of neglect and abuse. If an iPad is damaged by neglect or abuse, it is the family's financial responsibility to replace the iPad at a price of **\$499.00**. If an iPad is damaged, school administration will work with the student, Apple, and the insurance company to determine if it is a warranty or insurance claim incident.
 4. A student's possession of the iPad terminates no later than the last day of final exams, unless there is a reason for earlier termination determined by the school administration.

B. Reporting Damage, Loss, or Theft

1. The student or parent/guardian is required to immediately notify a school administrator and file a police report in all cases of stolen or lost iPads. After filing the police report, the student or parent/guardian shall notify the school and submit a copy of the police report. Failure to report stolen property in a timely manner could result in compensation to Falcon School District 49 for the entire price of the iPad and cover.

2. Willful and deliberate damages or neglect to the computers will cause Falcon School District 49 to charge the student/parent replacement and repair cost(s) based on fair market value which is currently **\$499.00**.

C. Repossession

Falcon School District 49 reserves the right to repossess the iPad at any time if the student does not fully comply with all terms of this agreement.

D. Appropriation

Failure to return the property (iPad, power cable, charger, and iPad case) in a timely manner and/or the continued use of it for nonrelated school purposes will be referred to law enforcement and until paid for, will result in a hold on the student's account.

E. Modification to the Program

Falcon School District 49 reserves the right to modify this initiative or its terms at any time.

F. General Care of the iPad

1. Never attempt repair or reconfiguration of the iPad. Under no circumstances are you to attempt to open or tamper with the internal components of the iPad.
2. Student iPads in need of repair must be reported to the school office. Technical support is only available during school hours.
3. Technical support will determine whether the iPad can be repaired on-site.
4. Guidelines to follow:
 - Dimming the LCD brightness of your screen will extend the battery run time.
 - Do not write, draw, paint, place stickers/labels or otherwise deface your iPad or iPad case. Remember, the iPad and iPad Case are the property of Falcon School District 49.
 - Never put weight on an iPad.
 - Liquids, food and other debris can damage the iPad. Avoid eating or drinking while using the iPad. DO NOT keep food or food wrappers in your book bag containing the iPad.
 - Take care when inserting cords, cables and other removable storage devices to avoid damage to the ports. First, plug your power supply into the electrical outlet. Second, plug your power cord into your iPad. When disconnecting, reverse this process.
 - Do not expose your iPad to extreme temperatures, direct sunlight, or ultraviolet light for extended periods of time. Extreme heat or cold may cause damage to the iPad. If your iPad has been in a very cold environment for a long period of time, let it warm up before using it.
 - NEVER leave your iPad in a vehicle.

G. Cleaning Your iPad

Routine maintenance on iPads will be done by Falcon School District 49; however, students are encouraged to perform simple cleaning procedures as outlined below:

- Clean the screen with a soft, dry anti-static or micro-fiber cloth. Do not use any type of liquid or water to clean the screen or iPad.
- Wash hands frequently when using the iPad to avoid build-up on the glass touch pad.

H. General Security

1. Never leave your iPad unsecured. iPads should be locked in a designated storage facility or kept with you at all times.
2. During after-school activities, you are still expected to maintain the security of your iPad. Unsupervised iPads will be confiscated by staff, and disciplinary actions may be taken.

3. Each iPad has several identifying labels. (i.e. Falcon School District 49 asset number, serial number and student name). Under no circumstances are you to modify, remove or destroy these labels.

I. General Use of the iPad

1. Students are REQUIRED to bring their iPad to school each day, with a fully charged battery. Students will **not** be given the use of a loaner iPad if they leave their iPad at home nor will they be permitted to charge their iPad at school. Students leaving their iPad at home will be required to complete assignments using alternate means (as determined by the teacher).
2. Students will receive disciplinary action from their teacher for repeatedly refusing to bring the iPad to class.
3. An otherwise functional iPad with a dead battery is not an excuse for late or missing work.
4. iPad sound must be muted at all times unless permission is obtained from the teacher for instructional purposes.
5. Do not delete any folders or files that you did not create or that you do not recognize. Deletion of files could result in iPad failure and will interfere with your ability to complete class work. Taking this action may result in your iPad being re-imaged.
6. A lost document is not an excuse for late or missing work.
7. Student iPads will be subject to routine monitoring by teachers, administrators and technology staff. Users shall have no expectation of privacy while using Falcon School District 49 electronic information resources including the contents of computer files or communication undertaken by way of the computers and/or network. Teachers and/or Falcon Power Zone administration may conduct an individual search of a student's computer, files, music, video, email or other related items if there is suspicion that Falcon District 49 policies or guidelines have been violated.
8. Conserve resources by using print preview and obtain teacher permission before printing.
9. Avoid using your iPad in areas which may lead to damage or theft. When using the power cord, do not leave the cord in areas that may cause a tripping hazard.
10. Under no circumstances will the student install or remove management profiles.
11. Students may request to their teacher that programs be added and requests will be granted if deemed necessary for educational purposes.
12. Remember:
 - Minimize the amount of personal information about yourself or others on the iPad.
 - Keep all passwords and passcode lock to yourself.
 - You are responsible for your individual accounts. Take all reasonable precautions to prevent others from being able to use them.
 - Do NOT loan your iPad to anyone.
 - Notify a teacher immediately if you suspect problems with your iPad, including breach of security.
 - To prevent loss or damage to your iPad, NEVER leave it unattended.
 - Follow all rules so you will not lose privileges.

J. End of Year Collection Procedure

1. Return the equipment no later than the last final exam day at the end of the school year as designated on Falcon School District 49 year calendar or upon leaving the school.
2. "Equipment" consists of iPad, power cable, charger, and iPad case.
3. Falcon School District 49 will clean and repair the iPads over the summer.

K. Parent Expectations

In order for students to experience all the success and benefits that this program can offer, Falcon School District 49 encourages parents to:

- Share in their child's excitement about this great opportunity for learning.

- Learn along with their child as they use this instructional tool to prepare for their future in the 21st century.
- Monitor their child's appropriate internet use and adherence to the Falcon School District 49 Acceptable Use Agreement (AUA) and BOE policies JS and JS-R when using their iPad. Parents should ensure that their child adheres to Internet guidelines established at home and at school.
- Help fill out required paperwork in the event that the iPad requires repair or is lost or stolen and report it no later than the next school day.
- Ensure that only the student will use this iPad for school-related purposes.

L. Email

1. Email transmissions and transmitted data shall not be considered confidential and may be monitored at any time by designated staff to ensure appropriate use.
2. Students will abide by all email guidelines as outlined in the Falcon School District 49 Acceptable Use Agreement (AUA) and BOE policies JS and JS-R.

M. Internet Access/Filtering

1. As required by the Children's Internet Protection Act, a current filtering solution (blocking and monitoring inappropriate websites) is maintained by the school system for school use on the iPad. The school cannot guarantee that access to all inappropriate sites will be blocked. It is the responsibility of the user to follow guidelines for appropriate use of the network and the Internet. Falcon School District will not be responsible for any problems suffered while on the network or the Internet. Use of any information obtained through the Internet is at the user's own risk.
2. Falcon School District 49 will not provide internet access or content filtering for home use.
3. Parents are expected to monitor the content of their child's internet usage.

N. Student Accounts:

1. Students will need an Apple iTunes account to buy apps, media, books, as well as use the features of iCloud back up and Find My iPad.
2. Home Use: Use of the iPad away from Falcon School District 49 network will only differ in that a connection to the school's server will not be available. To backup important data student will need an Apple iTunes account.
3. DO NOT share usernames, passcodes, or logins. Students are responsible for anything done using their iPad.

O. Privacy and Safety

Personal information such as a home address, home phone number, information about family members, or personal interests shall not be published on a publicly accessible website or publicly accessible area of a website.

P. Technology Policy

It is the policy of Falcon School District 49 to mandate and expect that technology, including the internet system be used in a responsible manner. Falcon School District 49 has established policies and procedures for the use of all technology systems along with rules governing the behavior for accessing the system. All electronic communications, including email and internet communications should conform to the district's acceptable use policies. Those who do not comply with the standards of behavior outlined in the Falcon School District 49 Acceptable Use Agreement (AUA) and BOE policies JS and JS-R may lose their privileges to use the system and/or be subject to disciplinary action that may result in the loss of network privileges and/or additional disciplinary action up to and including referral for legal action.

The purpose of the Internet is to augment our information base after other authoritative sources have been exhausted.

Students shall have no expectation of privacy when using Falcon School District 49 email or computer systems. Students shall not use their iPads to collect identifying information about other students including, but not limited to, the camera or voice recordings. Using the camera or recording devices in an inappropriate manner can result in criminal charges. Email messages shall be used only for approved educational purposes. Students must use appropriate language in all messages. Students are expected to use the system following guidelines approved by teachers or the administration.

Any email or computer application or information in school computers or computer systems is subject to monitoring by the staff and/or administration. The school retains the right to duplicate any information created by students in a computer system or on any individual computer. Students who violate these rules, or any other classroom rules relating to computer use, are subject to disciplinary action up to and including suspension from school.

Q. Technology Usage Guidelines

In school, student access to, and use of, the internet will be available only through teacher/adult designee supervision and as such should be under teacher direction and monitored as any other classroom activity. Users shall promptly report to a teacher or other school employee any message received that is inappropriate or makes the user uncomfortable.

In school, email access use for students may be used for classroom related use only. Email is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities will be reported to authorities.

All copyright issues regarding software, information, and attributions of authorship must be respected. If you are unsure whether or not you can use a specific item, you should request permission from the copyright owner. Copyright law can be very complicated. If you have questions, ask your school administrator. The unauthorized copying or transfer of copyrighted material will result in the loss of network privileges.

1. Do not use abusive, vulgar, profane, lewd or inflammatory language in email messages.
2. Make your messages short and to the point. Do not tie up the network by downloading large files or sending huge mailings.
3. Do not reveal your personal address, phone numbers, social security number or any other personal information.
4. Do not vandalize iPads, computers, network devices, or alter software.
5. Do not deliberately spread computer viruses.
6. Do not intentionally search for, view, and/or distribute inappropriate materials.
7. In compliance with federal guidelines, Falcon School District 49 has installed and maintains a filtering device that is monitored on a regular basis. Access to the Internet is not a right, but a privilege. If students violate rules they will lose access privileges and may be subject to disciplinary action.
8. Comments that are sexually suggestive, humiliating, or threatening are not allowed.
9. Email or posted messages which include insulting words or expressions which intend to injure, intimidate, bully, or harass others are not allowed. These prohibited behaviors include, but are not limited to, derogatory comments with respect to race, religion, gender, age, or disability.
10. While the school respects the right of employees and students to use social networking sites (i.e. MySpace, Facebook) to communicate with others, any postings referencing Falcon School District 49 shall always be professional and respectful of the school, Falcon School District 49 employees, parents, and students.

Any take-home technology (i.e. iPad) shall be used in the same manner as if it were at school.

Examples of Inappropriate Use

- Deleting any folders or files you did not create or that you do not recognize
- Sharing login/password with another person
- Logging on to another person's computer without his/her permission
- Using iPads not assigned to you (Teachers may allow students to look on with another student for instructional purposes only.)
- Removing labels and identifying stickers on the iPad
- Using proxy sites to bypass web filtering
- Videoing or taping on school property (not permitted unless it is related to a school assignment)
- Emailing or chatting during class when not related to a school assignment
- Using profanity
- Gaming
- Cheating

Consequences include but are not limited to:

- School suspension
- Loss of technology privileges

Examples of Unacceptable Use

- Inappropriate communication to the faculty or staff
- Threats and/or cyber bullying of any kind
- Using an iPad to plan a fight, cause harm or commit a crime
- Logging into an iPad/application using a stolen login
- Possession of inappropriate files
- Pornography can be a felony offense and if so will be turned over to authorities
- Manufacturing – using a camera to create inappropriate pictures/movies
- Distributing – sending/sharing inappropriate files with other individuals
- Images of weapons
- Images of drugs or alcohol
- Gang related media
- Bootleg movies or music
- Intentional actions which are harmful or potentially harmful to the iPad, charger, and/or iPad case
- Habitual and intentional disregard for the iPad

Consequences include but are not limited to:

- After school detention, Saturday school, school suspension, disciplinary probation, dismissal and being reported to the authorities.

Falcon District 49
Student/Parent iPad Agreement Signature Page

Please Print All Information

Student's Full Name and Signature:

Student's Grade:

Parent/Guardian's Name and Signature:

Street Address: _____

City: _____ Zip: _____

Phone: Home _____ Work: _____

Cell: _____

Insurance Options

Please select one option below:

I would like to purchase the insurance coverage that will cover accidental damages for \$30.00. Payment is attached to this iPad agreement signature page.

I do not wish purchase the optional insurance coverage for \$30.00 and understand that I will be liable for accidental damage to my child's iPad and be responsible for replacing the iPad. The current cost of replacement for this iPad is \$499.00.

Parent/Guaranteed Printed Name: _____

Parent/Guardian Signature: _____ Date: _____
