

Apple iPad Parent/Student Contract

You are receiving this contract because you have indicated that you are in need of a device for at home use for online assignments or projects and your child(ren) are in grades PreK-2nd grade. If you accept: read, sign, and return this form to your child's homeroom teacher. The device may be sent home Thursday evenings and expected to return to school on the following school day. Devices may also be sent home in times of quarantine, virtual learning or at the teacher's discretion.

Thank you, Mrs. Willenborg, Aquin Technology Coordinator

I. CARE AND TREATMENT

A. General Precautions

1. The iPads are school property and all users will follow this policy and the Aquin Catholic School Acceptable Use Policy for technology.
2. Only use a clean, soft cloth to clean the screen, no cleansers of any type.
3. Cords and cables must be inserted carefully into the iPad to prevent damage.
4. iPads must remain free of any writing, drawing, stickers, or labels that are not the property of the Aquin School System.
5. iPads must be stored in a safe/dry place. Backpack for transportation, or table so it does not get stepped on are a couple of examples.
6. Students are not allowed to download or delete apps.
7. Pictures taken on the iPad should be immediately deleted after they have served their purpose. Notice, pictures may be deleted from the iPad by the staff without notice.

B. Carrying

The protective cases provided with iPads have sufficient padding to protect the iPad from normal treatment and provide a suitable means for carrying the device. The guidelines below should be followed:

1. iPads should always be within the protective case.
2. When carrying the iPad, do so with caution.

C. Screen Care

The iPad screens can be damaged if subjected to rough treatment. The screens are particularly sensitive to damage from excessive pressure on the screen and high heat.

1. Do not lean on the top of the iPad.
2. Do not place anything near the iPad that could put pressure on the screen.
3. Do not place anything in the carrying case that will press against the cover.
4. Clean the screen with a soft, dry cloth or anti-static cloth.
5. Do not "bump" the iPad against lockers, walls, car doors, floors, etc as it will eventually break the screen.

II. USING

A. Printing

Items will be sent to the teacher digitally. Printing will take place at the teacher's discretion.

III. SENDING & SAVING YOUR WORK

A. Saving to the iPad

Students must be responsible for backing up his/her own files. It is recommended students e-mail documents to their teacher for backup. Students are also encouraged to share work through the SEESAW app. Students may also use provided apps for cloud storage. Storage space will be available on the iPad—BUT it will NOT be backed up in case of re-imaging. It is the student's responsibility to ensure that work is not lost due to mechanical failure or accidental deletion.

B. SOFTWARE

1. Originally Installed Software

The software/Apps originally installed by Aquin Catholic School must remain on the iPad in usable condition and be easily accessible at all times. From time to time the school may add software applications for use.

2. Additional Software

Students are not allowed to load extra software/Apps on the iPads. Aquin Catholic School will sync the iPads so that they contain the necessary apps for schoolwork. Syncing iPads to personal accounts is not allowed.

3. Inspection

Students may be selected at random to provide the iPad for inspection.

The student and his/her family will be responsible for any damage or misuse to the iPad or accessories, consistent with the Aquin Acceptable Use Policy (check www.aquin.org for this document) and must return the iPad and accessories to a homeroom teacher or Mrs. Willenborg in the computer lab when no longer needed.

The student will be charged a fee for any needed repairs or replacements, not to exceed the replacement cost of the iPad and/or charging cord. (approximately \$300 iPad/\$35 charging cord)

Home Internet Access

Students are allowed to access home or public wireless networks on the iPad. Please monitor student Internet use when your child is at home.

Additional Information: In cases of theft, vandalism and other criminal acts, a police report is recommended. Contact the school for more information.

By signing and dating this form you understand that your child is responsible for returning the iPad to Aquin Catholic School in the same condition that it was checked out.

Student Name/Grade

Date

Parent/Guardian Signature

Date