

Marysville Public Schools District

Parent and Student iPad Handbook

Overview

The following guidelines refer to the use of an individual student computing device, an Apple iPad. Students are also required to follow all the guidelines outlined in Marysville Public School's current "Technology Acceptable Use Policy".

Care and Maintenance of the iPad

1. Do not attempt to repair your iPad. If your iPad fails to work or is damaged, report the problem to your teacher as soon as possible. You may be issued a temporary iPad or other materials until your iPad is working properly or replaced.
2. Never leave your iPad unattended. Always keep the iPad in a secure, locked place. If your iPad is found on school property, it will be turned into the main office.
3. Do not let your iPad get too hot or too cold or let it sit in direct sunlight. An automobile is not a good place to store an iPad.
4. Keep all liquids away from your iPad. The iPad can be cleaned with a soft, dry, lint-free cloth. Do not use any household cleaners or abrasives to clean the iPad. Use of unapproved cleaners may remove the protective film covering the face of the iPad.
5. While the iPad is scratch resistant, the iPad will scratch. Do not use any sharp object(s) on your iPad.
6. Your iPad comes with a case. This case is to protect the iPad, especially while the iPad is being transported. Please leave the iPad in its case.
7. Do not place books or other heavy items on the iPad.
8. Do not throw or slide your iPad.
9. Your iPad comes with ports for charging and other accessories. Be very careful when plugging and unplugging accessories so that the plugs stay tight.
10. Each iPad has the ability to be remotely located. Modifying, disabling or attempting to disable the locator is a violation of the acceptable use policy and grounds for disciplinary action.
11. Each iPad has a unique identification number that should not be removed from the iPad or marked in any way.
12. Do not lend your iPad to another person. Each iPad is assigned to an individual student and the responsibility for the care of the iPad solely rests with that student.
13. The iPad is an electronic device and you must be careful when handling the iPad. Never throw a book bag that contains an iPad. Never place an iPad in a book bag that contains food, liquids, heavy, or sharp objects.
14. The iPad is designed for daily use; therefore, each iPad must be charged and ready for use each school day. iPads should be charged at home.
15. You are not allowed to place stickers, writing, painting or any other forms of decoration on your iPad or the case for the iPad.
16. The iPad is only filtered for inappropriate access and content when it is used at the school on the school's Internet. Most other sites for Internet access DO NOT provide a system that will restrict access to materials that are inappropriate for minors.

Cost of iPad, Apps, and Accessories

1. The replacement cost of the iPad is approximately \$410 and includes: the iPad, iPad case, iPad charger, and software applications (apps) including assorted programs/accessories specific to individual classes.
2. The District has insurance for the iPads that protects against loss, theft, or accidental damage that includes a \$250 deductible. **In the event of theft, loss or damage due to intentional or unintentional abuse or misuse, it is the parent/guardian responsibility to cover the \$250 deductible.**
3. **It is the parent/guardian responsibility to cover the cost of district issued accessories in the event of theft, loss or damage due to intentional or unintentional abuse or misuse. Cost for accessory replacement includes, but is not limited to:**
 1. **Power Charger and Cable (\$29)**
 2. **Case (\$30)**
4. Students must not modify the settings of the District issued iPad or delete District issued software applications (apps). You may be disciplined and/or charged the cost for reformatting.

Damaged, Lost, or Stolen iPads

1. If a District issued iPad is damaged, lost, or stolen the student and parent/guardian should immediately notify the school office. A police report may also be filed.
2. If an iPad is damaged, lost, or stolen the parent/guardian will be assessed a \$250 deductible for the repair or replacement of the iPad.
3. If a police report is filed for a lost or stolen iPad, Marysville Public Schools, in conjunction and only in conjunction with police, may deploy location software which may aid the police in recovering the iPad.
4. Students who leave Marysville Public Schools during the school year must return the iPad, along with any issued accessories, when they leave the district. The iPad and all accessories should be returned to the school's main office. Failure to return an iPad in a timely fashion may result in legal action.

Distribution of iPads

1. Each student will receive an iPad formatted by Marysville Public Schools.
2. A unique, individual iPad will follow the student throughout the student's career at Marysville Middle School.
3. A parent/guardian may choose not to have their child participate in the iPad take-home program by sending written notification to the Building Principal. In this event, students will be issued an iPad, but will not be able to take the device home. Students who do not participate in the iPad take-home program will pick up and return their iPad to an area designated by the Building

Principal on a daily basis. Marysville Public Schools cannot guarantee equal access to materials and/or quality of materials to students opting out of the iPad take-home program.

4. iPads will be distributed at the beginning of the school year and collected at the end of the school year. iPads not turned in by the last day of school will be treated as lost or stolen iPads, which may include additional fees and possible legal action.
5. iPads may be collected during the course of the school year or during holidays or breaks in order to perform maintenance activities

Student Use of the iPad

1. The iPad is the property of Marysville Public Schools and as a result may be collected and reviewed at any time. Students have NO expectation of privacy of materials found on an iPad or a school supplied or supported email service.
2. The iPad comes equipped with both a front and rear-facing camera and video capacities. Students must ask permission before recording any individuals or groups. Students must obtain school permission to publish a photograph or video of any school related activity.
3. Students are responsible for bringing their iPad to school every day unless otherwise directed by a staff member. Failure to bring an iPad or any other class material(s) does not release the student from their responsibility for class work. If a student repeatedly fails to bring materials to class, including an iPad, the student may be subject to disciplinary action as detailed in the handbook.
4. It is the student's responsibility to bring their iPad to school fully charged. Student failure to bring their iPad charged may result in disciplinary action.
5. While personalized screensavers or backgrounds are permitted, inappropriate or provocative images including but not limited to pornographic images, guns, weapons, inappropriate language, threatening language, drug, alcohol, or gang related images are not permitted and such actions are subject to disciplinary action.
6. Games, music, videos, and sound use, while at school, will be at the discretion of the classroom teacher and building administrator.
7. The iPad affords limited electronic storage space. As with all electronic files, it is good practice to back up, duplicate, or archive files to an independent storage space.
8. The District issued iPad is designed as a tool for learning; misuses of the iPad may result in disciplinary action.
9. All students should recognize and guard their personal and private information. While on the Internet, students shall not reveal personal information, including a home address or phone number, or the address or phone numbers of other students.
10. Marysville Public Schools encourages students to take their iPad home at night for class work and recharging. All care, handling and appropriate use that is in effect during the school day shall extend to the use of the iPad at home.
11. Marysville Public Schools makes no guarantee, written or implied, that materials on the iPad, including student work, will be safe from deletion or corruption, accidental or otherwise.
12. The iPad is only filtered for inappropriate access and content when it is used at the school on the school's Internet.

