

**USD #325 Communication Technology Responsible Use Policy: Grades 5-8****I understand the iPad is an academic tool to support my learning, so:**

- I promise to have my iPad charged, with me and ready for use at school each day. I understand this is my responsibility.
- I promise I will not leave my iPad unattended or loan my iPad to other individuals.
- I promise to keep food and beverages away from my iPad since they may cause damage to the device.
- I promise to leave the iPad in its case **at all times**.
- I promise I will NOT remove serial numbers or any ID labels provided by the school.
- I will not add decoration (stickers, drawings, etc) to the iPad or its case.
- I will not remove or alter pre-installed or district provided applications, settings, profiles or network.
- I understand a screen lock and restriction codes are **NOT** permitted.
- I understand that iPads or other tech devices are not allowed in the locker room or restroom areas.
- I promise I will not harass, threaten or bully others. I will use my device, applications, email, and the internet responsibly:
  - I will not create or use photos, video, and/or audio recordings of myself or any other person without permission or in an inappropriate manner.
  - I will not post any media such as photos/videos/recordings taken during school to social media sites (Facebook, Twitter, etc) unless granted permission by an administrator or teacher.
  - I will access only my work and use only my passwords. I will not trespass in the files or folders of others. I will not share passwords with others.
  - I will respect other people's devices and will not move, hide, damage or use another student's device.
  - I will not create, send, view, forward or display inappropriate messages or pictures. This includes material that promotes violence, discrimination, illegal activities, or is sexually explicit.
  - I promise to follow Internet safety rules. I promise I will not give personal information to anyone on the Internet.
  - If I encounter inappropriate material or messages, I promise to immediately exit and inform a teacher.
- I promise to use any school issued device, the network, internet, email and other applications for educational purposes.
  - I will download only school appropriate media and materials.
  - I will not visit game apps, sites or stream music that aren't part of a classroom activity without permission.
  - I promise to respect copyright laws and cite my sources.
- I understand a device issued to me by the school remains school property. I understand use of my device may be monitored, and my device is subject to inspection without notice by teachers or administrators. This includes history, email, files and items saved on my device or in the cloud.
- I agree to return the District iPad, power cords and accessories in good working condition.
- I understand I will be responsible for all damage or loss caused by neglect or abuse.
- I will not disassemble my device or attempt repairs. I will immediately notify the school of any damages.
- I understand that these rules apply to anytime I use a school device, both at and away from school.

USD #325 provides communication technologies to its staff and students in support of teaching and learning. Some material accessible via the Internet may contain items that are illegal, defamatory, offensive, or of no educational value in a school setting. USD 325 maintains devices as per federal requirements with respect to filtering of Internet and network usage.

If the guidelines set forth in the responsible use policy are violated, a staff member or student may lose access to communication technologies and may face disciplinary consequences and legal action. We require students and parents or guardians to read, accept and sign these policies for responsible use of communication technologies.

**As the parent or legal guardian of the minor student signing above, I grant permission for the above student to access communication technologies such as computers and the Internet. I understand that some materials on the Internet may be objectionable, but I accept responsibility for providing guidance to the above student on Internet usage both inside and outside of the school-setting and conveying standards for the above student to follow when selecting, sharing or exploring information and media. The school district will not be responsible for any student’s mistakes or negligence, costs incurred by the student, or the accuracy or quality of information received. Access to communication technologies is given as a privilege, not a right. Students must act in a considerate and responsible manner to keep this privilege.**

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

### Table of Applicable Replacement/Repair Charges:

<b>iPad Glass w/ digitizer</b>	<b>\$100.00</b>
<b>LCD Replacement (may be in addition to Digitizer)</b>	<b>\$100.00</b>
<b>iPad Charger (brick and cord)</b>	<b>\$50.00</b>
<b>iPad Charger Cord Only</b>	<b>\$30.00</b>
<b>iPad Brick Only</b>	<b>\$20.00</b>
<b>iPad Case</b>	<b>\$40.00</b>
<b>iPad Internal Damage: Anything requiring screen removal to fix such as volume button, home button, etc</b>	<b>\$30.00 + any additional charges based on damage</b>

<b>iPad Lost/Stolen or damages result in complete loss of device:</b>	<b>Full Replacement Cost</b>
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