



# Panama Central School

## iPad Acceptable Use Policy



The Panama Central School District recognizes that effective use of technology is important to our students and will be essential to them as adults. The Apple iPad issued to a student is the property of the Panama Central School District. Just like textbooks or other school property, the iPad issued to a student will be returned to Panama Central School District (PCS) at the end of each school year. **Additionally, all PCS iPads are subject to random inspections throughout the school year.**

The care and use of the iPad are the student's responsibility. Parents/Guardians will not be held financially responsible for any misuse or loss of an iPad. However, students must realize the iPads are PCS property and students are subject to the Code of Conduct for any misuse or carelessness resulting in loss or damage of the iPad. Repeated misuse of the iPad will be handled accordingly. Students and Parents are required to sign and follow the PCS Student iPad Acceptable Use Policy stated below.

### **Rules and Responsibilities:**

- The iPad is an educational tool and should be used in that capacity only. Once issued, the student is responsible for the iPad at all times.
- iPads should not be shared or swapped with another student.
- Each PCS iPad has identifying labels which may not be removed or altered in any fashion.
- An iPad should always be secured or supervised directly by the student to whom it is assigned. iPads should never be left in an unlocked locker, unlocked car, or any unsupervised area.
- iPads, and its school issued protective case, must remain free of any writing, markings, drawings, stickers, or labels that are not the property of PCS.
- Students are responsible for keeping their iPad's battery charged for school each day. iPads should be charged each evening.
- Students may set a passcode on the iPad. All set passcodes must be shared with the classroom teacher, the district's technology staff & parents/guardians.
- Students may change the background pictures on their iPad with an appropriate picture.
- Students are permitted to connect to home wireless networks on their iPads. This will assist them with iPad use while at home. Students **are not** required to have wireless access at home.

- Students are not permitted to load additional software or Apps on their iPad. PCS will install and manage the iPads so they contain the necessary Apps for school work.
- All Internet usage, whether at home or school, will be monitored. Internet usage must follow the District's Acceptable Use Policy as listed in the Student Code of Conduct. Failure to do so will result in disciplinary action according to the PCS Code of Conduct.
- Students are not permitted to sync or login to their PCS issued iPad with their home or personal iTunes account.
- iPads that malfunction or are damaged must be reported immediately. All iPad repairs will be handled by the district.
- If an iPad is stolen, the school district and the police should be notified immediately. In the case of a stolen iPad, PCS must be provided with a copy of the police report. The iPad will be rendered useless upon the report of a theft. District iPads cannot be configured to be used as a consumer device.

### **General Care Instructions:**

- iPads should always be within the protective case provided by the district.
- Take care not to bump the iPad against lockers, walls, car doors, floors, etc, as it may damage or break the screen. Do not lean on or put pressure on the screen. Avoid stacking books or other items on top of the iPad or wedging the iPad tightly into a bag or backpack.
- Power cords should be inserted into and removed from the iPad carefully to prevent damage. This should be done by grasping the plug rather than the cord. The charging cord should be plugged into the wall outlet **before** connecting to the iPad. When disconnecting, remove the cable from the iPad before pulling the cord from the wall outlet.
- Do not eat or drink near the iPad. The iPad should be closed in its case and away from food and drinks while eating.
- Do not leave the iPad in a car or other vehicle. The iPad cannot tolerate extremes in temperature. Also avoid storing the iPad in areas of extreme humidity (i.e. bathrooms).
- The student may clean the screen with a soft, dry cloth or anti-static cloth. Chemical cleaners or liquids, including water, should not be used on the iPad.



# iPad Acceptable Use Policy

## Rules and Regulations and General Care Instructions Student / Parent Agreement

Student Name: \_\_\_\_\_

I agree to the stipulations set forth in the Panama Central School iPad Acceptable Use Policy, Rules and General Care Instructions. I understand both the student and parent/guardian responsibilities.

Student Name (Please print) \_\_\_\_\_ Grade \_\_\_\_\_

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

Parent/Guardian Name (Please print) \_\_\_\_\_

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

For Informational Purposes Only:

\_\_\_\_\_ No, Internet at home

\_\_\_\_\_ Yes, Internet at home

Wi-Fi Yes \_\_\_\_\_ No \_\_\_\_\_

Please share with us the type of internet service/connection you have at home.

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