

In an effort to ensure the best possible experience for your participation in this program, you are responsible for following these directions and expectations:

### Receiving an iPad

- iPads will be distributed during iPad Orientation scheduled by your school.
- **Parents and students must sign and return the iPad Agreement and before the iPad can be issued to the student.**
- **iPads will only be issued to students during designated deployment times and when accompanied by a legal parent/guardian listed in CCSD's student information system.**

### Returning an iPad

- Individual school iPads and accessories (protective cover and charger) must be returned to the school at the end of each school year.
- Students who graduate early, withdraw, are suspended or expelled, or terminate enrollment for any other reason must return their school iPads on the date of termination.
- Depending on the circumstances, a student who fails to return the iPad may be subject to **criminal prosecution and/or required to** pay the replacement cost of the iPad. Failure to return the iPad will result in a report being filed with the Clark County School District Police Department.
- Furthermore, the student who returns a damaged iPad may be charged a fee for any needed repairs or missing accessories, not to exceed the replacement cost of the iPad and accessories.

### iPad Use

- Use of the iPad is subject to the CCSD Acceptable Use Policy related to technology resources (Policy 3990).
- The care of your District iPad is your responsibility. 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.
- **Do not alter or remove the District iPad management software or any pre-installed apps or tools.**
- Never leave the iPad unattended. When not in your possession, the iPad should be in a secure, locked environment.
- The iPad is an electronic device and you must handle it carefully. Never throw or slide the iPad or a book bag that contains the iPad. Never place the iPad in a book bag that contains food, liquids or heavy/sharp objects. Avoid placing weight on the iPad. Do not shut the cover if anything is lying on the iPad screen.
- You are responsible for bringing the iPad fully charged to school every day unless otherwise directed by your teacher. Failure to bring your iPad or other class materials does not release you from your responsibility for class work. If you repeatedly fail to bring materials to class, including your iPad, progressive discipline procedures will be followed.
- You must provide your own ear buds. Personal headphones will not be allowed in school.
- The iPad is the property of Clark County School District and may be collected and inspected at any time. You have no right to privacy for any material on a District iPad.
- Each iPad has a unique serial number and asset tag. Do not modify or remove the tag. Do not write on, draw on, or add stickers or labels to the iPad or its cover. No form of tampering will be tolerated.
- The iPad has limited electronic storage space. It is your responsibility to regularly archive or backup content.
- If your iPad is not working or is damaged, report the problem immediately to your teacher or designated site personnel. A limited number of iPads will be available for temporary use.
- If your iPad is lost or stolen at school, report the loss immediately to your teacher and school police. If your iPad is lost or stolen outside of school, report the loss immediately to the police and obtain a police report.
- You are responsible for using the iPad according to school and District policies and procedures.
- Do not download copyrighted software, material or content without permission of the copyright owner.

### Care and Maintenance Use

- Do NOT ever connect your iPad to a computer or laptop to sync or charge it. Doing so will cause problems with the iPad management software and may result in the iPad being confiscated by District personnel to remedy any issues this may cause.
- Keep liquids away from the iPad. Do not use cleaners, sprays, alcohol, ammonia, or abrasives on the iPad. Clean the iPad with a soft, lint-free cloth.
- While the iPad is scratch resistant, it will scratch. Do not use any sharp objects on the iPad or use the iPad as a flat surface to write on with a pen or pencil.
- Do not expose the iPad to extremes of hot or cold. Keep your iPad at room temperature.
- Charge the iPad battery by connecting to an electrical outlet. Take care in plugging in iPad accessories and the power cord.
- Always keep the iPad in the protective cover.

### iPad Parent Guide

To help your student gain the most from this opportunity to use an iPad, please follow these guidelines:

- Monitor your student's home use of the Internet with the iPad. While the Internet will be filtered for inappropriate material when used at school, it will not be filtered while connected to a home or public network.
- Provide a place in an open area of your home, such as the kitchen or family room, where the iPad will be used.
- Use the Internet with your student to help develop safe surfing habits.
- Frequently ask to see your student's iPad, and ask how it is being used.
- Look through the apps (programs) installed on the iPad. Ask your student what each app does.
- Students over the age of 13 will have an iTunes account. The apps and music belong to your student and do not become the property of the District when the iPad is returned. The District is not responsible for and cannot archive or replace personal apps or music downloaded onto the iPad. You may choose to give a student under the age of 13 access to an iTunes account that you set up.
- Do not hesitate to contact your student's teacher if you have any questions or concerns about the iPad use.

### Apple ID Information for Parents and Guardians

An Apple iPad can connect to Apple's iTunes Store and App Store. The iTunes Store allows the download of music and lesson podcasts. Some music and podcasts are free, and some must be purchased. The App Store allows the download of applications that run on the iPad. Again, some of these are free and some must be purchased. Teachers will only request that students download free music, podcasts, & apps as part of classroom activities and homework. Students will never be asked to pay for music, podcasts, & apps to be used in class.

In order to use the iPad, use Find My iPhone, and connect to the iTunes Store and the App Store, a student must create a login, called an Apple ID. The student must be at least 13 years old or use an account set up at the request of a school. This is the information from Apple:

"This iTunes Service is only available for individuals aged 13 years or older, unless you are under 13 years old and your Apple ID was provided to you as a result of a request by an approved educational institution. If you are 13 or older but under the age of 18, you should review this Agreement with your parent or guardian to make sure that you and your parent or guardian understand it." More information can be found at <https://www.apple.com/legal/internet-services/itunes/us/terms.html>.

### We suggest:

1. Do not provide credit card information for the Apple ID. Instructions will be provided on how to set up an Apple ID without a credit card.
2. Monitor what your student downloads from iTunes and the App Store.
3. Ask your student how he or she is using the different Apps.
4. Ask your school or one of the teachers if you have questions.