

Coláiste Chill Mhantáin

iPad Acceptable Use Policy

Introduction

In Coláiste Chill Mhantáin we acknowledge the support of our parents in the iPad initiative. We anticipate this support will continue and that this initiative will enhance teaching and learning for all participating students.

This policy must be read in conjunction with the Coláiste Chill Mhantáin Internet and Communication Technology Acceptable Use (of the Internet) Policy (AUP).

Equipment

Parents are responsible for purchasing the iPad and apps for their son/daughter. Parents are also responsible for the safe-keeping, repair and insurance of their son/daughter's iPad. Parents retain ownership and possession of the iPad and agree to grant to teachers and school management the right to collect and/or inspect and/or confiscate (for a limited period) the iPad at any time and the right to alter, add or delete installed software or hardware. Usage, within the school is a privilege and not a right. Students may lose their right to use the iPad and to have it in their possession if they abuse their responsibilities and breach this Policy and/or the school's ICT/ IAUP.

Substitution of Equipment

In the event that a student's iPad is inoperable, the school will try to provide a spare iPad for use while the student's iPad is repaired or replaced. This agreement remains in effect for the substitute iPad. However, only one substitute iPad will be provided to a student at any one time. If a student damages, forgets to bring this replacement iPad to school, or comes to school with it uncharged, a substitute will not be provided.

Damage or Loss of Equipment

Students must report any damage or loss to either the Year Head, the Principal and or Deputy Principal, who will determine necessary action. All iPads are covered by a manufacturer's warranty of one year. The warranty covers manufacturer's defects. If an iPad is lost or damaged by neglect or misuse it is the family's financial responsibility to replace the iPad. If an iPad is damaged, the school will work with the student and supplier to resolve any warranty issues.

Standards for Personal iPad Care

Student Responsibilities:

- Arrive to school each day with a fully charged iPad.
- Keep the iPad within a protective case and in your locker when not in use.
- Do not let anyone use the iPad other than your parents.

Adhere to this policy and the (AUP) of Coláiste Chill Mhantáin at all times.

Report any problems, damage or theft immediately to either the Year Head or Principal or Deputy Principal.

Report any issues and interference created by any other person because of iPad possession, use or ownership.

If you go home from school without reporting any damage or interference that may have occurred during the school day, school management will presume that the damage and/or interference took place outside of school time.

iPads are to be left in lockers when students are on tours, trips and activities.

Parental Responsibilities

Parents should inspect the iPad each evening to ensure that it is in good working order.

Parents should report, immediately, any damage, interference or issues relating to the use of the iPad to school management.

Parents should inspect the iPad and the installed Apps on a regular basis to ensure that there is no inappropriate material including images and videos.

School's Responsibilities:

To enforce this Policy, the ICT/IAUP, the Code of Behaviour and School Rules.

To make every effort to ensure quiet use and enjoyment of the iPad by all students.

To facilitate the use of a locker for safe storage for all students who use an iPad.

School will make every effort to resolve any reported issues relating to the possession or use of the iPad.

General Care

Keep the equipment clean. For example, do not eat or drink while using the iPad.

Students may not permanently alter iPad in any way.

Students may not remove any serial numbers, identification or school labels placed on the iPad.

Carrying the iPad

Transport the iPad in the iPad case and school bag when travelling to and from school and during the school day.

Leave the iPad in locker when not in use.

Screen Care

Clean the screen with a soft, dry anti-static cloth or with a screen cleaner designed specifically for LCD type screens only.
Cover – Screen Cover prevents against scratches.

Personal Health & Safety

Avoid extended use of the iPad while resting directly on your lap. The bottom of the iPad can generate significant heat.

Take frequent breaks when using the iPad for long periods of time. Look away from the iPad approximately every fifteen minutes.

Do not provide your personal information to anyone over the Internet.

Do not share your passwords with anyone.

Keep the iPad in a secure location when it is not at school.

Restricted Use and Confiscation

Students who breach this Policy and/or the ICT/IAUP and/or any reasonable standards of user of the iPad will be subject to sanction. An iPad may also be confiscated for a limited period because of misuse either by the student or any other student. Reasons for placing a student on Restrictive Use and or confiscation include, but are not limited to the following:

Excessive damage

Loss

Non-acceptance and/or compliance with this policy and the ICT/IAUP.

Inappropriate use of any App which includes the camera, iMessage or any other form of messaging

Inappropriate, inaccurate, defamatory, obscene, or illegal material found on iPad.

Violating standards for Personal iPad Care.

Failing to co-operate with school's investigations of iPad misuse.

Repeated failure to bring iPad to class.

During the confiscation period available text books will be supplied in lieu of the student's iPad.