

Last Name _____

First Name _____



Gurnee Christian Academy – High School Student iPad Acceptable Use Policy

This iPad Acceptable Use Policy is intended to promote responsible use and protect students and the school from liability resulting from any misuse of the school-issued iPad. Technology, on or off- campus, must be used in accordance with the mission and philosophy of Gurnee Christian Academy. Teachers may set additional requirements for use in their respective class.

The iPad remains the property of Gurnee Christian Academy at all times, therefore, there is no assumption of privacy. Gurnee Christian Academy reserves the right to inspect student iPads at any time during the school year. Misuse of the iPad may result in disciplinary action.

Above all, the iPad program at Gurnee Christian Academy is an academic program, and the policies governing the use of the iPad support its academic use. To maintain the integrity of the iPad program, all students and parents/guardians must acknowledge and agree to the following conditions of use:

I. iPad Distribution and Care

1. The iPads issued to students are the property of Gurnee Christian Academy and are made available to as learning tools.
2. Parents must provide an initial deposit of \$20 to replace any damaged, lost or stolen accessories. (For charges to the iPad please refer to section 1.7 of this policy)
3. Students will be issued their iPads as soon as they've submitted their deposit and the administrator creates a personalized Apple ID for them. The iPads are to be returned at the end of each academic year or earlier if a student no longer attends Gurnee Christian School.
4. Students are responsible for knowing how to properly operate and protect the iPad. This includes not leaving the iPad in a location where it can be damaged by cold, heat, or moisture and cleaning the screen with a soft, dry, or anti-static cloth.
5. Students/parents are solely responsible for the care and security of student iPads. iPads must never be left in an unlocked locker, unlocked car or any unsupervised area.
6. If the iPad is damaged or malfunctions, students must take the iPad to the iPad Administrator as soon as possible (no later than the next school day) for evaluation so that repair or replacement can be accomplished in an expedient manner. If a student damages the iPad (outside of reasonable wear and tear), the students/parents are responsible for the expense of repairing or replacing the device.
7. If the iPad is lost or stolen, the student must report the incident to the Principal and iPad Administrator as soon as possible (no later than the next school day). In this case, the students/parents are responsible for replacing the lost or stolen iPad at his/her own cost. The replacement cost of an iPad is \$329, plus any taxes or additional costs. The cost of the iPad case is \$30, plus any taxes or additional costs.
8. Students/parents are not permitted to repair, alter, modify or replace iPads without express authorization from Gurnee Christian Academy. Under no circumstance will Gurnee Christian Academy replace or repair a student iPad without the required payment from the student/parent.

Last Name _____ First Name _____

9. iPads and iPad cases must remain free of any writing, drawing, stickers or labels that are not the property of Gurnee Christian Academy.

Student Initial _____

Parent Initial _____

II. General Expectations

1. Students are responsible for understanding and adhering to all Acceptable Use Policy for Technology regulations relating to the use of technology in addition to this iPad Agreement.
2. Students must leave Wi-Fi and Bluetooth on at all times.
3. Students may not remove or circumvent the management system installed on each iPad. This includes removing restrictions or "jail breaking" the device.
4. Students may only connect to the Internet via the wireless network provided by Gurnee Christian Academy while on campus.
5. Students are permitted to take the iPad home. However, students are expected to have their fully charged iPads at school each day.
6. Sound must be muted at all times unless permission is obtained from the teacher for instructional purposes.
7. iPads must always be within the protective cases when carried.
8. Students may not remove or alter any identifying labels located on the iPad.

Student Initial _____

Parent Initial _____

III. Apps, Files, Etc.

1. Students are expected to backup all educational work on the iPad. Gurnee Christian Academy does not take responsibility for any lost data.
2. Students are encouraged to submit any assignments done on the iPads through email or a teacher designated submission service.
3. During the school day, earphones may only be used in the classroom with the permission on the teacher and if it is relevant to the assignment. Permission may be given for use of earphones in a classroom by a teacher.
4. Educational Apps will be provided by the school. The software/apps originally installed by Gurnee Christian Academy must remain on the iPad in usable condition and be easily accessible at all times. The school may add software applications throughout the year.
5. Students are not permitted to add any Apps or personal data (i.e. photos, movies, video, or other personal entertainment) to the iPads.
6. Music may not be stored on iPads
7. Students should not receive pop-up or email notifications from Facebook or other social networking/entertainment sites or apps on the school-issued iPad.
8. The iPad camera may only be used when assigned by a teacher for educational purposes. When assigned, students may not distribute, publish, post, email or share images and/or videos of students, Gurnee Christian Academy personnel or the campus beyond the scope of the assignment. Photos or video taken with the iPad for academic assignments must conform to the mission and philosophy of Gurnee Christian Academy.

Student Initial _____

Parent Initial _____

IV. Prohibited Use

1. Leaving the iPad unattended on the campus.
2. Exchanging iPads with another student.
3. Changing the password/codes provided by the administrator.
4. Allowing other students to retain or remove the iPad from their presence.
5. Copying certain Internet materials or reproducing or transmitting materials without the permission of the author or other right-holder.
6. Plagiarizing academic materials. It is the student's responsibility to respect and adhere to all copyright, trademark and other intellectual rights and trade secrets laws.

Last Name _____ First Name _____

- 7. Using the iPad for any action that violates existing school rules or public law.
- 8. Creating, accessing or distributing offensive, profane, bullying/threatening, pornographic, obscene, rumors/gossip, sexually explicit or other content not aligned with the school's mission and philosophy.
- 9. Use of chatrooms or messaging services not authorized by the teacher for academic use.
- 10. Accessing sites selling term papers, book reports, and other forms of student work.
- 11. Spamming: sending mass or inappropriate emails.
- 12. Gaining access to other students' accounts, files, and/or data.
- 13. Use of the school's internet/E-mail accounts for financial or commercial gain or for any illegal activity.
- 14. Bypassing the Gurnee Christian Academy web filter through a web proxy.
- 15. Sharing passwords, addresses, or other personal information on the Internet without the authorization of a parent or school representative.
- 16. Using or possessing hacking software.

Student Initial _____

Parent Initial _____

V. Precautions

- 1. In consideration for receiving the iPad from Gurnee Christian Academy each student and his or her parent or legal guardian agrees not to sue and hereby releases, waives, discharges, holds harmless, indemnifies, and defends Gurnee Christian Academy, as well as their respective employees, personnel, staff, volunteers, agents, directors, affiliates and representatives, from any and all liability, losses, damages, claims, actions and causes of action of every nature for any and all known or unknown, foreseen or unforeseen, bodily or personal injuries, property damage, or other loss, whether claimed by the student, parent, legal representative, or any third party, relating in any way to the use of the iPad furnished by Gurnee Christian Academy to the student.
- 2. This iPad Acceptable Use Policy applies to Gurnee Christian Academy students at all times, whether or not the students are on campus, as Gurnee Christian Academy students are school representatives at all times.
- 3. Any violation of this policy may result in termination of iPad use privileges and other disciplinary actions according to the Student Handbook of Gurnee Christian Academy.

Student Initial _____

Parent Initial _____

_____ I have been informed that any violation of the Student iPad Acceptable Use Policy can result in loss of use and access to school issued iPads.

_____ I have read and agree to all of the guidelines set forth in this Student iPad Acceptable Use Policy.

_____ I agree to be financially responsible for any loss, theft or damages beyond those of normal wear and tear.

Student Signature _____	Date _____	Printed Name _____
-------------------------	------------	--------------------

Parent 1 Signature _____	Date _____	Printed Name _____
--------------------------	------------	--------------------

Parent 2 Signature _____	Date _____	Printed Name _____
--------------------------	------------	--------------------

Print: _____ Circle Grade: 9th 10th 11th 12th
Last Name First Name

Inventory Out:

Date: _____

- _____ 1 iPad
- _____ 1 3ft Lightning Cable
- _____ 1 iPad Case

Inventory In:

Date: _____

- _____ 1 iPad
- _____ 1 3ft Lightning Cable
- _____ 1 iPad Case

Office use only

Deposit In: Date _____ Amount: _____ Staff Initials: _____

Deposit Out: Date _____ Amount: _____ Staff Initials: _____

Charges for damages (Describe damages below): _____