

DIOCESE OF ALLENTOWN  
St. Michael the Archangel School  
**2023-2024 iPad AGREEMENT**

This agreement is made effective **upon receipt of the iPad**, between St. Michael the Archangel School ("School"), the student receiving the iPad ("Student"), and his/her parent(s) or legal guardian ("Parent"). The Students and Parents, in consideration of being provided with an iPad, software, and related materials (the "iPad") for use while a student at St. Michael the Archangel School, hereby agree as follows:

**Equipment:**

Students will be responsible for maintaining the equipment provided and keeping it in good working condition. All devices, cords, and chargers will be returned to the Technology Coordinator at the conclusion of the school year for maintenance. **Missing items will result in a fee.**

**Proper Care of Equipment:**

- ✓ iPads must be in the iPad case at all times.
- ✓ **Student iPads in need of repair must be reported to the technology department immediately.**
- ✓ No food or drink near the iPad.
- ✓ **Unsupervised iPads will be confiscated by staff**, and disciplinary action may be taken.
- ✓ For students transporting the iPad, **it must be secured in the carry bag provided by St. Michael the Archangel School and placed in your schoolbag. Do not place any books or items on top of the iPad**

**General Use of the iPad**

- ✓ Students are to arrive at school **with a fully charged iPad.**
- ✓ **iPad sound must be muted at all times unless permission is obtained f**
- ✓ **Student iPads will be subject to routine monitoring by teachers, administrators, and the Technology Coordinator.**
- ✓ **Obtain teacher permission before accessing the internet.**
- ✓ **During class time, students will only access apps or websites designated by the teacher.**
- ✓ **Downloading apps without permission is prohibited.**

**Examples of Inappropriate/Unacceptable Use**

- **Transporting the iPad without the carry bag**
- **Arriving at school without the iPad or with the iPad not charged**
- **Accessing an app or website during class time that is not designated by the teacher.**
- **Videoring or taking photographs on school property without permission**
- **Emailing during class**
- Using profanity, Gaming, Cheating
- Threats and/or cyber bullying of any kind
- Pornography can be a felony offense and if so will be turned over to authorities
- Manufacturing - using a camera to create inappropriate pictures/movies

**Consequences include but are not limited to:**

- ✓ Detention
- ✓ Loss of technology privileges

- ✓ Suspension
- ✓ Dismissal
- ✓ Fee for repairs/replacement

### **Substitution of Equipment**

In the event that **an iPad is inoperable**, a loaner iPad will be issued for use while the student's iPad is being repaired or replaced. This agreement remains in effect for such a substitute.

### **Malfunction, Damage or Loss of Equipment**

In the event that the iPad malfunctions due to a manufacturer defect, contact the School Technology Coordinator. All issues need to be reported no later than the next school day with a note from the parent.

Willful and deliberate damage or neglect to the iPad will cause St. Michael the Archangel School **to charge parents the full cost to replace the device.**

### **iPad Replacement**

**We have a very limited number of Extra iPads. If an iPad becomes unusable due to misuse or negligence, the student will be charged \$250 to replace it. Once the extra supply is depleted, the student will be charged the full retail price to replace the iPad.**

Students in need of a loaner device will visit the Technology Coordinator for a temporary replacement. **If a student forgets his or her device at home, they will be responsible for their class work by some other method (as determined by the teacher).**

### **Printing**

Students should print their work at home. However, in an emergency, they may use designated printers as directed by the teachers with permission. Printing will be limited to those things needed directly for instruction.

### **Summary of iPad Infractions:**

#### **The following will result in a pink slip - loss of iPad for two days:**

- ✓ Using the iPad during class time when not instructed to
- ✓ Accessing websites or apps, not designated by the teacher, during class time
- ✓ Transporting the iPad when not secured in the iPad bag
- ✓ Arriving at school with the iPad not charged or without the iPad
- ✓ Using or taking another student's iPad
- ✓ Taking photos without teacher permission

#### **The following may result in loss of iPad for longer than two days up to the duration of the school year:**

- ✓ Repeat offense of any of the above
- ✓ Accessing inappropriate websites
- ✓ Any abusive or bullying communication with or about a student, faculty or staff member

St. Michael the Archangel School reserves the right to amend this document. Future addendums will automatically be binding. Signing this document includes future addendums.

I have read and understand all the terms of the Student/Parent iPad Agreement. I have either explained it to my child ("student") or I have assured myself the student understands it. I also understand my own and the student's responsibilities regarding the use of iPads at St. Michael the Archangel School.

If educationally appropriate, I agree to allow my child to take the school-issued iPad home. **I further agree that while at home the computing resource will be used only as an educational tool.**

In addition, I hereby indemnify and hold harmless The Diocese of Allentown and St. Michael the Archangel School from any claim or loss resulting from any infraction by the student of the policy or any applicable law.

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Parent's/Guardian's signature

Date

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Name of Parent/Guardian (Please Print)

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Student's Signature

Date

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Name of Student (Please Print)