

RCS iPad Acceptable Use Policy- school and home

Richmond Consolidated School views the use of digital resources as central to the delivery of its educational program and expects that all students will use digital resources as an essential part of their learning experiences.

It is the policy of Richmond Consolidated School to maintain an environment that promotes ethical and responsible conduct in all digital resource activities.

With this privilege and extraordinary opportunity to explore resources come responsibilities for the parent and for the student. During student registration and each subsequent yearly update, you are given the opportunity to view the Acceptable Use Agreement and during these processes you acknowledge that you understand and accept the information in this document.

Please read the Acceptable Use Agreement below. At the end both you and your child will be asked to sign your name. By signing your name you are agreeing to the terms in this policy. If you are unable to agree to the following terms please contact Jill Pompei, Principal rather than signing the document.

The term “equipment” or “technology” refers to Chromebooks, iPads, hotspots, batteries, power cord/chargers and bag/cases/covers. Each piece of equipment is issued as an educational resource. The conditions surrounding this equipment can be equated to those of a textbook or a school issued calculator.

When on the district network and using school equipment I will comply at all times with Richmond Consolidated policies, Internet Safety and Technology, and Staff Use of Internet, Social Networks and Other Forms of Electronic Communication.

I understand that if I am loaned a Chromebook, iPad and any other piece of technology equipment associated with the device, said technology remains property of Richmond Consolidated School and will be returned to the school.

When I use school technology and the district network I am accountable to all school, district, local, state, and federal laws

All use of the technology equipment and network must support education.

For those using school iPads, students and families will not change settings or add any apps to the device. All authorized apps will be pre-loaded onto the iPad.

Students and families must follow all guidelines set forth in this document and by school staff.

I will follow all rules and guidelines that are in effect before, during, and after school hours for all school Chromebooks, iPads and technology equipment whether on or off the school campus.

I understand that all files stored on school equipment or on the network are property of the school and may be subject for reviewing and monitoring.

I understand that I am expected to keep the equipment in good condition. Failure to do so will result in bills for repair or replacement.

I will report any damage to my device as soon as possible. This means no later than the next school day.

If I identify or know about a security problem I will convey the details to my teacher without discussing it with other students.

I will notify a staff member immediately if I come across information, images, or messages that are inappropriate, dangerous, threatening, or make me feel uncomfortable.

I will follow existing copyright laws and educational fair use policies.

I will only log into school technology under my assigned Richmond Consolidated School username. I will not share my password with other students at any time.

I will not loan equipment to any other person for any reason. I am held financially responsible for any loss of components of school technology loaned to me even if it is damaged/lost by another person not assigned to using the technology.

Any failure to comply with the rules as outlined in this handbook may result in disciplinary action. Richmond Consolidated School may remove a user's access to the network without notice at any time if the user is engaged in any unauthorized activity.

Richmond Consolidated School reserves the right to confiscate the equipment at any time.

Parent/Guardian: In order for students to be issued a Chromebook or iPad, a student and his/her parent/guardian must acknowledge acceptance of the Acceptable Use for Technology /Electronic Mobile Device. A student will not be issued a Chromebook or iPad until the agreement has been accepted and a hard copy has been signed by both parent and student and returned to the school.

Parent/Guardian Responsibility: The parent/guardian/student are responsible for the cost of repair or replacement at the date of loss if the property is: • Not returned • Intentionally damaged • Damaged because of negligence Lost or stolen devices must be reported to school and/or police immediately. In cases involving theft a police report will be required.

Parent/Guardian Responsibility: The parent/guardian must agree to monitor student use at home (if applicable) and away from school. The best way to keep students safe and on-task is to have a parent/guardian present and involved.

Student signature & date: _____

Parent name/Guardian (please print): _____

Parent name/Guardian signature & date: _____

*Parts of the information contained in this document was taken from the [e-learning Student/parent handbook](#)- Elizabeth Public Schools