

Clay Community Schools Technology Department



iPad Acceptable Use and Guidelines

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The focus of the iPad program for Clay Community Schools is to provide tools and resources to the 21st Century Learner. Excellence in education requires that technology is seamlessly integrated throughout the educational program. Increasing access to technology is essential for that future, and one of the learning tools of the twenty-first century is the iPad.

The technology Acceptable Use Policies for Clay Community Schools and the signed agreement for network/Internet access apply to the iPad. All staff must adhere to technology Acceptable Use Policies.

iPads are issued to staff/teachers, but remain property of Clay Community Schools. The staff member/teacher is responsible for care and good judgment when using iPads.

All staff/teachers are required to adhere to the following technology Acceptable Use Policies that are specific to the iPad.

1. The iPad is assigned to the staff member/teacher for the duration of his/her employment by Clay Community Schools or until it is removed from district inventory. The iPad must be surrendered to Clay Community Schools in appropriate working condition immediately upon termination of employment or at the request of the Technology Director or designee.
2. The iPad is primarily an instructional device. Use discretion when downloading personal apps to the device.
3. The iPad may be taken home by the staff member/teacher.
4. The iPad is sensitive to moisture and extreme heat. It must not be left in a car or location where it will be damaged and must be kept dry and away from sources of water such as sinks, bathtubs and pools.
5. Every effort will be made to prolong the condition of the iPad. For example, to extend the battery life of the iPad, do not constantly charge it. It is best to let the battery drain before recharging.
6. iTunes accounts for any iPad are not managed by Clay Community Schools. The technology Acceptable Use Policies and Guidelines outline the district's Limitation of Liability related to personal financial, data, and etc. loss. This limitation is extended to include any applications or iTunes related products and services.
7. iPads may be selected at random for inspection to confirm compliance to all Clay Community Schools Acceptable Use Policies.
8. Any physical damage, intentional or not, to the iPad will be reported to the Technology Director or designee immediately.
9. The staff member/teacher listed below understands that if she/he is found to be the cause of deliberate damage or loss of the iPad she/he will be responsible for repair/replacement cost not to exceed an amount of \$800.00

CLAY COMMUNITY SCHOOLS

iPad Acceptable Use Policy and Guidelines

FACULTY/STAFF:

I have read, understand and will abide by the Clay Community Schools iPad Acceptable Use Policy and Guidelines. I further understand that any violation of this is unethical and may constitute a criminal offense. Should I commit any violation, school disciplinary action may be taken as well as appropriate legal action.

Faculty/Staff Name (please print)

User Signature

School

Date