



KICE

Kangaroo Island
COMMUNITY EDUCATION

Policy Document

KICE Student iPad User Agreement

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Issue No: One
Date: May 2013

Student Family Name: _____

Student/s First Name/s: _____

Year Level/s: _____

Parent/Caregiver Full Name: _____

iPad Serial Number/s: _____ (after issued)

Purpose: To inform students and parents/carers of their responsibilities in relation to the conditions of use of school issued iPads and their own iPad.

Please tick the relevant boxes below before signing.

- I have read, signed and agree to comply with this iPad User Agreement and the school's ICT Acceptable Use Policy.
- I accept my responsibilities and the conditions regarding the use and care of the school iPad/my own iPad and use of the Internet.
- I accept that failure to comply with this agreement could result in disciplinary action including, but not limited to, recall of the school iPad and/or loss of access for home use/or use of my own at school.
- I will pay a \$10 per term hiring fee for the school iPad upon receiving an invoice from the school
- I will provide my own iPad and do so at my own risk

Student Signature/s: _____

Date: ____/____/____

Parent/Caregiver Signature: _____

Date: ____/____/____

Please sign and return this page to your campus Front Office.

An iPad User Agreement must be signed and returned to the school before a school iPad will be issued or students are able to use their own.

The iPad is provided as a tool to assist student learning both at school and at home. Students and parents/carers must carefully read this Agreement prior to signing.

Ownership

- The iPad remains the property of the School.
- The School can request the iPad be returned for any reason at any time.
- If the student leaves prior to completing Year 9, the iPad must be returned to the school at the time of departure.
- All material on the iPad as well as material accessed using the school network is subject to review by School staff.

Damage or Loss of Equipment

- Loss, damage or theft of the iPad must immediately be reported to the School.
- The parent or student will be required to pay for the cost of repairs or for a replacement iPad.
- In the case of suspected theft or malicious damage caused by another person off-site from the School, a police report must be made by the family and an incident number provided to the School.
- Students will be required to replace lost or damaged chargers, covers or other peripherals.

Faulty Equipment Students who experience problems with their iPad must notify the IT Help Desk. The iPad will be repaired as quickly as possible and returned to the student. Where there is an issue with software, the main course of action will be to re-image the iPad. The student will be provided with a replacement iPad if available. When an iPad is replaced, it will be replaced with one of a similar age and specification where possible.

Student Responsibilities

The student is responsible for:

- Bringing the iPad fully charged to school every day.
- Taking the iPad to every class unless instructed otherwise by a teacher.
- Adhering to the School's ICT Acceptable Use Policy
- Backing up data securely on the school network and at home.
- Ensuring that the identification sticker is not removed from the iPad.
- Keeping the iPad secure when not in use at school by placing it in a locked school locker.

Following appropriate safety and care procedures including:

- Transporting the iPad in the case provided at all times.
- Not packing/placing heavy items such as textbooks on top of iPad that could cause damage.
- Handling the iPad carefully and taking care not to drop it.
- Ensuring that food and drinks are kept well away from the iPad.

A student who does not fulfil these responsibilities may have their right to take the iPad home removed.

Parent/Carer Responsibilities

The student's parents/carers are responsible for:

- Supervising the student's iPad and Internet use at home to ensure that the student is using the iPad safely and responsibly. KICE cannot filter Internet content accessed by your child on the iPad from home and other locations away from school. KICE recommends the use of appropriate Internet filtering software, contact your internet service provider for more information.
- Paying any costs incurred by the School in repairing or replacing the iPad where the student has been deemed responsible. This can be covered by your home and contents insurance (see below).
- Appropriate insurance cover - i.e. home and contents insurance - must be arranged for the whole of the period during which the iPad is off school premises; this applies for periods of transit in private vehicles. Otherwise you will be liable for the cost of replacement out of your own pocket. Department Insurance will not cover this. Please read your home insurance product disclosure statement carefully, to ensure you are covered.