

# Jr. High Student iPad Use Policy

Name: \_\_\_\_\_

Date: 2022-2023

Parent AND student, please read and initial each section of this policy.

Initials	<b>Where and when can the iPads be used?</b> Only in a supervised classroom environment. <i>Not in the halls, locker room, carpool line, or gym. Not during lunch, early room, walking between classes or in the Edge or sanctuary.</i> A teacher will let you know when to power up. You will use them outside a classroom to complete assignments such as filming videos on the patio or playground, but this will be teacher-directed.
	<b>How should I connect to the Internet?</b> Connect via the school Wi-Fi, using a password provided for your iPad ONLY.
	<b>What can I do with my iPad during class?</b> During class you should follow your teacher's instructions and stay on task. This is no different than when you are in a classroom without technology. You may be using one of the Core Apps, taking pictures or video for an assignment, participating in a collaborative digital project, or practicing independently. During instructional activities, electronic usage is to be focused solely on the activity at hand. There will be days when you do not use your iPad at all.
	<b>What can I NOT do with my iPad during class?</b> Be off task. Be disruptive. Create or consume inappropriate content. Taking pictures and airdropping them to your classmates is an example of inappropriate use of technology. Typing rude, off-topic, or offensive comments in a collaborative environment is not acceptable. Don't complete your IXL math homework during a history lesson. Researching a class topic on the internet when you have been instructed to take notes on your teacher's presentation is not on-task behavior. There is no way to make a complete list, so you will have to use good judgment.
	<b>Can I take pictures/videos?</b> Taking pictures or videos or sound recordings of other people without their knowledge and consent is considered poor digital citizenship. Ask teachers first if you want to record class content. NEVER record a classmate without their knowledge and permission. NEVER post their pictures/videos on the Internet <i>especially with their name without permission</i> . An exception to this is posting class projects to OneNote virtual classrooms, which is a protected online environment. Pictures are not to be posted to social media.
	<b>What can I do with my iPad during Study Hall?</b> If your study hall teacher is present and you are logged onto the appropriate Wi-Fi network (allowing Apple Classroom to supervise your device) then you may use your iPad for school-related work at the teacher's discretion. Appropriate uses include: reading e-books, completing assignments, reviewing class notes, using your digital planner, accessing OneNote and similar use of approved Apps.
	<p><b>Some off-limit activities on campus:</b></p> <ul style="list-style-type: none"> <li>● Messaging, texting, emailing and similar (exception: MS Teams used by class)</li> <li>● Airdropping/sharing pictures with classmates unless assignment-related</li> <li>● Taking photos or videos unrelated to school assignments</li> <li>● Browsing the internet (unless teacher-directed)</li> <li>● Using social media (Twitter, Snapchat, Instagram, Facebook, etc.)</li> <li>● Playing games (unless pre-approved such as a coding app)</li> <li>● Using devices for non-educational purposes</li> </ul>
Initials	<p><b>What are the consequences for Violating Use Policy:</b>            Minor Offence (being off task, scrolling through your photos when you should be working...)</p> <p>1<sup>st</sup> time {-5pt conduct}</p> <p>2<sup>nd</sup> time office visit {-10pt conduct}</p> <p>3<sup>rd</sup> time office visit {begin moving up the discipline ladder}</p>

	Major Offense (viewing inappropriate content, using iPad outside supervised classroom...) 1 <sup>st</sup> time office visit {-10pt conduct or suspension followed by moving up discipline ladder}
	<b>What is the heart of this policy?</b> CCS wants to maintain a safe environment for EVERY student. Therefore, we will be taking these policies very seriously and will not be tolerant of misuse. It is our job to ensure ALL parents feel comfortable about their children's school environment and many families have differing views on what is acceptable online content and behavior. We will be taking a conservative approach.
	<b>Where am I supposed to keep my iPad?</b> When you aren't in class, your iPad should be locked in your locker. Before school, keep your iPad with you until the junior high hallway is open, though you are not permitted to use it during early room. If you have carpool duty, you may secure your iPad in your locker BEFORE duty. During sports practice, keep iPad locked in locker also. Coaches have keys to give you access to your locker AFTER practice.
	<b>How should I protect my device?</b> You must bring your iPad to school in a sturdy case. Be careful to protect your iPad from being damaged during the day. The school is NOT responsible for damage to your device. Never leave your iPad unattended. Password protect your iPad and DO NOT give your password to other students.
	<b>How should my device be set up for school?</b> Your parents are required to set content restrictions as outlined on <a href="https://covenantschool.com/technology/">https://covenantschool.com/technology/</a> . This web site includes a list of school-approved Core Apps. Any other apps on your iPad should NOT be used during the school day; they are for off-campus use only. Turn off notifications, especially for social media and games. <b>DO NOT use your device for messaging or other e-communications during the school day.</b> If parents need to contact you during the school day, have them call the office as always.
	<b>What if I have questions about things not addressed here?</b> You are welcome to ask a staff member for permission to use your iPad in a way not described here. Do not ask a substitute teacher for "extra permissions." When you are with a substitute teacher, abide by these rules strictly.