

GDRSD Apple iPad Agreement

As part of its commitment to facilitate remote learning and enhance our student's education, the Groton-Dunstable Regional School District is making available an iPad and charging cable for the upcoming 2020-2021 school year. In acceptance of the iPad, we ask both the student and parent/guardian to sign the agreement to comply with the following conditions:



- I acknowledge receipt of Apple iPad # _____ (Tech Team)
- I have received a copy of the following Documents:
 - GDRSD Apple iPad Care and Use Guide
- I understand that I am responsible for the proper care and use of the iPad while it is in my possession.
- I understand that I am responsible for repayment if any damages or loss occurs while the iPad is in my possession.

STUDENT

I understand and agree to the preceding terms and conditions regarding the iPad provided to me by the Groton-Dunstable Regional School District.

Student Name: _____

Signature: _____

Date: _____

PARENT/GUARDIAN

As the parent or guardian of this student, I understand and agree to the preceding terms and conditions regarding the mobile device provided to this student. I also understand that this device is provided for educational purposes. Further, I accept full responsibility for the actions of my child in the use of this device. I hereby give my permission to issue a device to my child and certify that the information contained on this form is correct.

Parent/Guardian Name: _____

Signature: _____

Date: _____



GDRSD Apple iPad Care and Use Guide

The procedures, guidelines, and information within this document apply to all Apple iPads at Groton-Dunstable Regional School District (GDRSD). Teachers may set additional requirements for use within their classrooms. Apple iPads are intended for academic use.

Students are responsible for the general care of their issued Apple iPad. When an Apple iPad fails to work properly, the student should alert their homeroom teacher, who will create a Help Desk ticket for the Department of Technology & Digital Learning. Apple iPads should never be taken to an outside computer service for any type of repairs or maintenance.

If a student does not bring his/her Apple iPad to school, there may be a very limited number of spares available in their school building available on an as-needed basis.

1. GENERAL PRECAUTIONS

- No food or beverages should be near your Apple iPad.
- Cords, cables, and removable devices should be inserted carefully into the iPad.
- iPads should not be exposed to extreme temperatures.
- iPads should never be left in an unlocked vehicle or an unsupervised area.

2. APPLE IPAD SCREEN CARE

The iPad screens can be damaged if subjected to rough treatment and are sensitive to excessive pressure.

- Do not lean on the top of the iPad or apply excessive pressure.
- Clean the screen with a soft, microfiber cloth. Do not use commercial glass cleaners.

3. IPADS UNDERGOING REPAIR

- Loaner iPads may be issued.
- Students are responsible for the care of the loaner while it is in their possession and are subject to the same policy and procedure agreement signed for the original unit.

4. FULLY CHARGED BATTERIES

- Apple iPads should be brought to school each day with a full charge, which should hold a sufficient charge for full-day usage.

- There will be charging stations located at each homeroom.

5. MANAGING YOUR FILES & SAVING YOUR WORK

- Student files should be stored in their Google Drive and/or their Seesaw for School account.
- For assessments and other digital tools, students will log into their Apple iPads using their school-issued G-Suite account (@gdrsd.us). Students should never share their account passwords with others, including faculty and staff.
- GDRSD is not responsible for the loss of student work.
- Students will be encouraged to digitally publish and share their work with their teachers and peers when appropriate. Printing is not available from the iPad.

6. OPERATING SYSTEM AND SECURITY

- Students may not use or install any operating system on their iPad other than the current version of Apple iPadOS that is supported and managed by the district. The district has a mobile device management solution that can push out applications and updates.
- Always be on the alert for suspicious emails that contain links and websites that ask for personal information such as name, date of birth, or passwords.

7. INTERNET FILTERING

GDRSD utilizes an Internet content filter from LightSpeed systems that is in compliance with the federally mandated Children's Internet Protection Act (CIPA). All Apple iPads, regardless of physical location (in or out of school), will have all Internet activity protected and monitored by the district. If an educationally valuable site is blocked, students should contact their teachers to request that the site be unblocked. School-issued iPads have been configured to optimize the educational experience for students and staff as well as protect students from harmful content per federally mandated guidelines.

8. IPAD IDENTIFICATION

Students will not remove the case or serial number, asset tag number, and name, and ID number label, if applicable. Please also do not rename the iPad in system settings. If stickers have or appeared to be falling off, the student should alert their teacher who can create a Help Desk ticket.

9. INTENTIONAL OR NEGLIGENT DAMAGE

Students could be held partially or fully responsible for damages/loss to their Apple iPad.

Examples include:

- Liquid/beverage spills.
- Deliberate damage, neglect, or abuse caused by you or others you allow to use your iPad.
- Leaving the iPad unattended or failing to secure it per school recommendations.

Failure to return the Apple iPad will result in the student being charged the full replacement cost. The following are approximate costs of Apple iPad parts and replacements:

- Replacement - \$300.00
- Screen - \$125.00

10. IPAD TECHNICAL SUPPORT

All repair requests must be made to the GDRSD Department of Technology & Digital Learning Help Desk system. All staff have access to this portal to assist students with tickets.

- If a student experiences an issue with their iPad while in class, they will notify the teacher of the issue.
- If a student has an issue with his/her iPad while at home, during remote learning, the student should email a member of the Department of Technology & Digital Learning (see contact information below).
- Students will be notified when their issue has been resolved. Service and repairs will be documented and reviewed to ensure the proper use and/or maintenance of the iPad. Excessive requests for service/repair are subject to review by the school administration.

On behalf of the Department of Technology & Digital Learning, we look forward to supporting our students and staff during this period of hybrid and remote learning. Please don't hesitate to reach out to us with questions and/or concerns!

Sincerely,

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