



# St. Dominic SCHOOL

Our Foundation. Their Future.

## St. Dominic School iPad Loan Agreement

At St. Dominic School, we believe technology is a tool that has the ability to increase academic achievement, collaboration, and creative, personalized learning for all of our students. We are hopeful that by making these devices available to St. Dominic families for distance learning, we will be one step closer to continuity of learning for all of our students.

For the 2020-2021 school year, there will be a \$30/device annual fee for all K-8 students. All families must follow the Usage Expectations and Protection Guidelines as listed below to ensure all devices are returned to the school in good working order.

### iPad Usage Expectations

- **Do not add a personal Apple ID (for iTunes/App Store) to your iPad at any time.** This is a centrally managed iPad with all apps purchased through the school account.
- **Do not add a password to the iPad.** If forgotten, the iPad will need to be returned to the school to be wiped and reset with the device management system to be re-opened.
- Please continue to do iOS updates as they occur, this helps all apps run better.
- You will be provided with a charging cord and power block. **Please don't charge the iPad through a computer port** – this may cause interface issues with outside Apple IDs.
- If you attempt to remove the iPad from the managed system, the school will be immediately notified by the system; and a lockdown of the device may be triggered. It can't be reset remotely, so the iPad would have to be returned to the school.
- Check in with your child when using the iPad to ensure it is not used to endanger the student's identity/safety, or the safety of others.
- At the end of the school year, the iPad, charging cable, block and case, will be returned to the school in satisfactory condition for future class use.

### iPad Protection Guidelines

The following guidelines will help keep your iPad in good condition. If you need further assistance, please contact Ms. Kelly by email: [kellylynnstantonnut@schoolofstdominic.org](mailto:kellylynnstantonnut@schoolofstdominic.org)

- Each family is responsible for all parts of iPad, including the tablet, labeled case, cable and power block.
- The iPad should remain in the school issued case. It will provide adequate protection for the device if handled properly. (Refrain from dropping the iPad.)
- iPad, cable, and block must remain free of any writing, drawing, stickers, labels, or any other physical alterations beyond those created by St. Dominic School.
- When using the iPad, students should handle the iPad with care; avoid placing the iPad on the floor or uneven surfaces; avoid using stairs/walking around while viewing the iPad.
- Use a clean, soft cloth to clean the screen, no cleansers of any type-including Clorox wipes.
- Students should avoid placing books, sharp objects, or any other items on the iPad that might damage the screen.
- When transporting the iPad, a reasonable measure of protection – including a padded pocket inside a school bag – should be used to create a barrier that protects the iPad from damage during transport to and from school. Avoid dropping school bag, or piling items on the school

bag with the iPad inside of it. This could damage the device.

- Students should avoid eating or drinking near the iPad; as food and beverages can cause irreparable damage to the iPad.
- When transporting the iPad in a vehicle, keep it out of sight/in a trunk to prevent theft.
- Do not expose the iPad to extreme temperatures. Keeping the iPad in a vehicle for extended periods of time during hot or cold weather is not a good idea. If the iPad does become cold or hot, allow it to adjust to room temperature before turning it on.

#### **Loss and Repairs:**

- **Report any loss or damage immediately to Mrs. Biren or Ms. Kelly.**  
In case of theft or other criminal acts, a police report (or fire report in the case of fire) may need to be filed, and a copy submitted to the school.
- ***Lost charging cables and/or blocks are to be replaced by the family; or family may pay a replacement fee of \$40 to the school. The case replacement fee is \$20.00.***
- ***Students/families are responsible for full payment of damages to iPads, protective cases, cables or blocks provided by the school due to negligence.***
- Families will be asked to cover repair fees for damage to the iPad caused by the following situations: intentional damage or negligence, including damage due to rough play; loss of the iPad; theft in an unsupervised area; damage caused in an attempt to modify the iPad's hardware/software; or damage caused to an iPad outside of the school's provided case.
- The \$30 fee covers repairs due to normal use of the device.

#### **Further Advice to Families**

Families take a large role in a child's safety while using technology. Experts warn that children and teens are most vulnerable to online dangers while at home. Set clear expectations of where and how devices will be used within the home. See commonsensemedia.org for technology use guidelines and other digital media advice and recommendations..

- As a parent, you are responsible for monitoring your child's use of the iPad when not at school. This includes internet use at home or any other remote location outside of school.
- Technology can be a great tool and resource, but also has the potential to be a big distraction. Remind your child to focus on completing assignments before other internet activities. Your child will need to learn how to manage multiple sources of information and potential distractions as a lifelong skill for college and the workplace.
- Digital citizenship should be practiced at home as well as at school. Set expectations for accessing only appropriate sites and content, as well as being a good person when online in all items posted, shared, liked, or commented on in any site.
- iPads and cellphones can disrupt sleep patterns if a person sleeps with the device. It is suggested that all devices should be charged and stored in a common space in the home.

**Thank you for helping us to provide your child's education outside of the school's walls. The staff at St. Dominic School will continue to work hard to provide meaningful learning experiences for your child using this technology, as well as off-line activities. We will get through this together. Please don't hesitate to reach out to your child's teachers for support. We are here for you every step of the way.**