**Brighton High School**

**iPad Policy, Procedures, and Information**

**iPad Program**

The focus of the iPad program at Brighton High School is to provide tools and resources to the 21st Century Learner. Excellence in education requires that technology be seamlessly integrated throughout the educational program. Increasing access to technology is essential for that future, and one of the learning tools of these twenty-first century students is the iPad computer.

**General Precautions**

The iPad is school property and all users will follow this policy and the Brighton acceptable use policy for technology.

* Cords and cables must be inserted carefully into the iPad to prevent damage.
* iPads must remain free of any writing, drawing, stickers, or labels that are not the property

 of the Canyons School District.

* Care should be taken to avoid placing too much pressure and weight on the iPad

 screen.

**Screensavers/Background photos**

* Inappropriate media may not be used as a screensaver or background photo.
* Presence of guns, weapons, pornographic materials, inappropriate language, alcohol, drug, gang related symbols or pictures will result in disciplinary actions.
* Passwords are not to be used.

**Sound, Music, Games, or Programs**

* Sound must be muted at all times unless permission is obtained from the teacher for

 instructional purposes.

* Internet Games are not allowed on the iPads. If game apps are installed, it will be with

 Brighton staff authorization.

* All software/Apps must be district provided. Data Storage will be through apps on the iPad and email to a server location.

**Saving to the iPad/Home Directory**

Students may save work to the home directory on the iPad. It is recommended students e-mail documents to himself or herself for storage on a flash drive or District server. Storage space will be available on the iPad—BUT it will NOT be backed up in case of re-imaging. It is the student’s responsibility to ensure that work is not lost due to mechanical failure or accidental deletion. ***iPad malfunctions are not an acceptable excuse for not submitting work.***

**Originally Installed Software**

The software/Apps originally installed by BRIGHTON must remain on the iPad in usable condition and be easily accessible at all times. From time to time the school may add software applications for use in a particular course. The licenses for this software require that the software be deleted from iPads at the completion of the course. Periodic checks of iPads will be made to ensure that students have not removed required apps.

**Inspection**

Students may be selected at random to provide their iPad for inspection.

**Acceptable Use**

The use of Brighton technology resources is a privilege, not a right. This policy is provided to make all users aware of the responsibilities associated with efficient, ethical, and lawful use of technology resources. If a person violates any of the User Terms and Conditions named in this policy, privileges may be terminated, access to the school district technology resources may be denied, and the appropriate disciplinary action shall be applied. The Brighton Student Code of Conduct will be applied to student infractions.

***Violations may result in disciplinary action up to and including suspension/ expulsion for students. When applicable, law enforcement agencies may be involved.***

**Students are Responsibilities for:**

* Using computers/devices in a responsible and ethical manner.
* Obeying general school rules concerning behavior and communication that apply to iPad/computer use.
* Using all technology resources in an appropriate manner so as to not damage school equipment. This “damage” includes, but is not limited to, the loss of data resulting from delays, non-deliveries, mis-deliveries or service interruptions caused by the student negligence, errors or omissions. Use of any information obtained via Canyons District’s designated Internet System is at your own risk. Canyons District specifically denies any responsibility for the accuracy or quality of information obtained through its services.
* Helping Brighton protect our computer system/device by contacting an administrator about any security problems they may encounter.
* Monitoring all activity on your account(s).
* Students should always turn off and secure their iPad in the mobile lab after they are done working to protect their work and information.
* If a student should receive email containing inappropriate or abusive language or if the subject matter is questionable, he/she is asked to print a copy and turn it in to their respective assistant principal.

**Student Activities Strictly Prohibited:**

* Illegal installation or transmission of copyrighted materials
* Any action that violates existing Board policy or public law
* Sending, accessing, uploading, downloading, or distributing offensive, profane, threatening, pornographic, obscene, or sexually explicit materials
* Use of chat rooms, sites selling term papers, book reports and other forms of student work
* Messaging services-EX: MSN Messenger, ICQ, etc.
* Internet/Computer Games
* Use of outside data disks or external attachments without prior approval from the administration
* Changing of iPad settings (exceptions include personal settings such as font size, brightness, etc)
* Downloading apps
* Spamming-Sending mass or inappropriate emails
* Gaining access to other student’s accounts, files, and/or data
* Use of the school’s internet/E-mail accounts for financial or commercial gain or for any illegal activity
* Use of anonymous and/or false communications such as MSN Messenger, Yahoo Messenger
* Students are not allowed to give out personal information, for any reason, over the Internet. This includes, but is not limited to, setting up internet accounts including those necessary for chat rooms, Ebay, email, etc. Participation in credit card fraud, electronic forgery or other forms of illegal behavior.
* Vandalism (any malicious attempt to harm or destroy hardware, software or data, including, but not limited to, the uploading or creation of computer viruses or computer programs that can infiltrate computer systems and/or damage software components) of school equipment will not be allowed
* Transmission or accessing materials that are obscene, offensive, threatening or otherwise intended to harass or demean recipients.
* Bypassing Canyons School District web filter through a web proxy

**Legal Propriety**

* Comply with trademark and copyright laws and all license agreements. Ignorance of the law is not immunity. If you are unsure, ask a teacher or parent.
* Plagiarism is a violation of the Brighton’s Code of Conduct. Give credit to all sources used, whether quoted or summarized. This includes all forms of media on the Internet, such as graphics, movies, music, and text.
* Use or possession of hacking software is strictly prohibited and violators will be subject to punishment. Violation of applicable state or federal law will result in criminal prosecution or disciplinary action by Canyons School District.

**Student Discipline**

If a student violates any part of the above policy, he/she will lose iPad privileges.

**iPads Left in Unsupervised Areas**

Under no circumstances should iPads be left in unsupervised areas or removed from the classroom.

**REPAIRING OR REPLACING YOUR iPAD COMPUTER**

Students will be held responsible for ALL damage to their iPads including, but not limited to: broken screens, cracked plastic pieces, inoperability, etc. Should the cost to repair exceed the cost of purchasing a new device, the student will pay for full replacement value. Lost items such as covers and cables will be charged the actual replacement cost.

Brighton High School iPad Policy Agreement

I agree to adhere to all classroom iPad policies and procedures. I agree that students must use the iPads appropriately and to further their educational experiences and gain priceless 21st Century skills.

Student Name (Please Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Name (Please Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_