

Name _____ Homeroom _____

**2015-2016 St. Michael's School
7th Grade iPad Contract**

Every 7th Grade student will be issued the same 16GB iPad 3 that they used last year, and new students will receive a used 16GB iPad 2 or 3. The iPad will always remain the property of the school and used under the following requirements. New students will be issued a charging cord.

Academics: Since iPads will be used to some extent in every class, the student will be required to bring it to the classroom each period. It will be up to the teacher's discretion how often and in what ways the iPads will be used. All 7th Grade students will use an assignment notebook app to track their daily assignments, upcoming tests and quizzes and special reminders on their iPads.

Typing Speed: Students will be given a typing test during the first week of school using the typing test in the app Tap Typing. Seventh Graders will need to demonstrate proficiency and consistency at typing 30 wpm. The test will be given on the student's iPad, using their own case and (optional) keyboard setup. Students who do not pass the typing test will be required to take typing class as an elective until they are able to demonstrate the required proficiency. Students should practice their typing with typingweb.com or a similar website over the summer and aim for 5-10 wpm faster than the required speed if practicing with a computer keyboard.

Usage: The technology department can add and remove restrictions using Apple Configurator and Cisco Meraki Mobile Device Management. iPads can be restricted from things such as taking pictures or video, accessing particular web content while on campus, and using Facetime unless the technology department removes these restrictions as teachers deem necessary for particular assignments. The school recommends that parents monitor usage at home through supervision in common rooms while homework is being completed and checking in of the iPad before bedtime or after homework is completed, also to ensure that it is charged overnight. Teachers and staff will monitor iPad usage during class and study hall. iPads may not be used at school during break or lunch or before or after school unless under teacher supervision.

Apps: The school will issue each student an Apple ID. The school will check out apps to students using the mobile device management program. This means that all content on the iPads will be controlled by the school. Students may not add their own apps or music. All content on the iPads must be school-related. It is recommended that students use iCloud to backup their devices.

Storage: During the day, the iPad must always be either with the student or locked in his or her locker. Unattended iPads will immediately be locked up. Students must take their iPads home every night in order to complete homework assignments, keep their iPad safe, and charge them. iPads will remain at school during summer breaks for maintenance and upkeep. All content and settings will be removed from the iPads over the summer. The school may also collect the

iPads over holidays such as Rodeo and winter break.

Charging: A charging cord will be issued to new students. Returning students will keep their original charging cord over the summers. Students are expected to come to school with their iPads fully charged. Replacement of lost and damaged charging cords is the responsibility of the student.

Passcode and Lock Screen: Students must keep their iPads protected with a 4-digit or text passcode. Students must not share nor attempt to learn each other's passcodes. Students must have their name clearly written on their lock screen at all times in order to make the iPad easily identifiable.

Loss and Damage: Each student is responsible for his or her iPad. **Theft, loss or physical damage to the iPad will be charged to the student on the school's monthly billing.** Therefore, each student is required to protect their iPad from theft, and will be responsible if the unit is damaged. In the event of such loss and damage, the unit will be repaired or replaced at the student's cost, not to exceed \$300 for damage and \$450 for loss. Insurance can be purchased through Worth Ave. Group or another third-party insurance company. All damages must be reported to Ms. Greynolds as soon as possible.

iPad Cases: Every student is required to provide their own protective case. A screen protector is also recommended. In order for the iPad to be issued at the beginning of the year, the case must meet the following specifications:

- All four corners are completely covered. This means that you absolutely cannot touch any corner or the glass near the corner.
- There is a "lip" around the edge of the screen that prevents the screen from touching the ground when placed face down. Speck brand cases and most cases with built-in keyboards do not meet this requirement.
- The case is at least partly made of a shock-absorbent material, not hard plastic.
- Keyboards are recommended for students who need them to achieve the required typing speed, but keyboards are not required. Since most cases with built-in keyboards do not meet the above requirements, it is recommended that the keyboard be a separate piece.

Signatures acknowledging agreement to the above conditions.

Student _____ Date _____ Parent/Guardian _____ Date _____