Calvary Episcopal Preparatory
iPad Acceptable Use Policy
(Effective, 1/17/2019)

Apple iPads are made available for students enrolled at Calvary Episcopal Preparatory (the School) for the purposes of facilitating education. There are 2 iPads in each classroom, PreK through 5th grade to be used in the classroom only. iPad carts are also available for teachers to use in the classroom.   If a student needs an iPad for class, they are to check out an iPad from the computer lab and it must be returned by 3:00 pm each day. Calvary Episcopal Preparatory retains all ownership rights of the iPad; the School may inspect the iPad and all stored information at any time with or without notice, and the student should not have an expectation of privacy as to anything stored on, sent by, or received through it.

iPad Software/Applications
The software/apps originally installed by CEP must remain on the iPad in usable condition. The school will add any necessary software or applications that may be required for use in a particular course. The student is not allowed to download any software/apps/screensavers/music to the school iPads.

Damaged or Destroyed
Students must report a damaged or destroyed iPad within 24 hours to the Technology Department, which will determine necessary action. The student will be billed $99 for the first repair. For subsequent repairs, made during their time at CEP, the student will be billed for the cost of the repairs. This cost typically ranges from $160 to $299.

Lost iPads
Students must report a lost iPad within 24 hours to the Technology Department. An iPad's loss will result in the student being billed the current fair market value.

Standards for iPad Care and Use

- Secure the iPad in the protective cover at all times.

- iPad will be checked out full charged each day.

- Keep the iPad with you or in a secure location at all times. iPads are not to be left in unsupervised areas including the school grounds and campus, lunchroom, computer lab, bathrooms, library, unlocked classrooms, and hallways.

- Adhere to the *Responsible Use Practices Guidelines for Technology a*s outlined in the Student Handbook.

- Do not remove any pre-loaded apps or software.

- Do not lock, deface, or tamper with an iPad.

- Sound must be muted at all times unless permission is obtained from the teacher for instructional purposes.

- Students must take personal responsibility for the care of their iPad and take all reasonable precautions to protect it from damage or loss.

- Air printing is available in the computer lab.

- Clean the screen with a soft, dry anti-static cloth or with a screen cleaner designed specifically for LCD type screens only. Do not use paper towels, which may scratch the screen.

- If a student violates any part of the policy, he or she will be subject to consequences as listed in the Responsible Use Practices Guidelines in the CEP Student Handbook. If iPad is damaged or lost by a student, the family will be financially responsible for any replacement or repairs needed at the fair market value rate.