

## **ACCEPTABLE USE POLICY (AUP) FOR FMCS STUDENTS, PARENTS REGARDING THEIR SCHOOL-OWNED iPad**

### **As a middle school student at FMCS:**

I will set the lock screen of the iPad with a copy of my schedule (shows my name; will be on my lock screen at all times)

I will carry and use the iPad safely, responsibly, and with care. The school-issued case will be on the iPad at all times with no decorations to the case or papers stored inside the case.

I will report my iPad to the office promptly if ANY type of crack appears on the screen.

I will not use the iPad in the “no iPad zones” (locker room, cafeteria, bathrooms). Consequence: suspension.

I will not allow other students to use or handle my iPad, unless directed by a teacher or parent.

I will stay on task during my classes – not playing games or other applications. During study halls, no games are allowed unless specifically allowed by the supervising teacher.

I will leave all settings as installed, not rename my iPad, and will not remove the iPad from the management system by deleting installed profiles.

I will not submit my school gmail address to any website unless authorized by the school as it will bring unnecessary and unwanted spam.

I understand that gmail should not be used as a form of “note passing” and should be used for school business. No inappropriate email will be tolerated, including derogatory, obscene, or harassing messages.

I understand that if I lose my iPad and it is taken to the office, I can re-claim it for \$1. (No IOU’s)

I will make sure that I come to school every day with a fully charged iPad. I also understand that if I use any knock-off charger that is not approved by Apple, I could ruin the battery life of my device.

I will use the designated “FMCS Wi-Fi” and not the campus “guest” Wi-Fi that is designated for those that visit the campus. (Consequence will be a detention).

I understand that all images and videos on my iPad are not private and subject to routine checks for appropriate use. Any photos and/or unnecessary images that are deemed inappropriate will need to be removed.

I understand that any usernames and passwords are very important to keep private. I will not share them with other students.

### **CAMERA ACCEPTABLE USE**

I will use the camera for educationally relevant purposes only, both in and out of school and will only take pictures, videos, and audio recordings (or use those taken by others) when given permission.

I will not photograph, video, or make an audio recording of any teacher, student, or person without permission.

I will not create or encourage others to create discourteous or inappropriate content (photographs, videos, audio recordings, etc.)



I will promptly inform a teacher or parent if I receive any inappropriate pictures, videos, or audio recordings.

I will immediately report students who are inappropriately using the camera/video/audio features (example: posting to social networking sites) on any mobile device to a parent, teacher or administrator.

I understand that should I violate this contract, the consequences could be the removal of all network access, suspension from school, and/or legal action by the authorities.

### **FOR EACH VIOLATION, STUDENTS CAN RECEIVE A CONSEQUENCE:**

**Level 1 offense:** iPad will be confiscated by the teacher for the remainder of class, notification sent to parents.

**Level 2 offense:** iPad will be confiscated by the teacher, turned into the office, and it will be placed on internet restriction for one week along with notification sent to parents. (Certain offenses may include the device being wiped by IT with a fee included.) iPad will be returned by the office.

**Level 3 offense:** iPad will be confiscated by the teacher and it will be held in the office, student can be assigned an Out of School Suspension (OSS) or In School Suspension (ISS) along with notification of parents. iPad returned at discretion of the administration – possible restriction of internet access for a designated time period of 30, 60 or 90 days. (Based on previous information, certain offenses include the device being wiped by IT with a fee included)



Finally, I understand that if I complete grades 6-8 (three years) at FMCS, at the end of my 8<sup>th</sup> grade year the IT staff of this campus will completely wipe my iPad, remove it from the campus Apple School Manager system and the office will contact me for pick up. From that point on, I become owner of the iPad.

**PLEASE COMPLETE THIS PAGE AND RETURN IT TO THE FRONT OFFICE.**

**(Keep the AUP paper for your records)**

**THANK YOU**

**STUDENT/PARENT AGREEMENT TO COMPLY:**

Please print this page, sign the form and return it to the front office. Upon completion of these items, the iPad will be given to the student.

STUDENT FIRST AND LAST NAME: \_\_\_\_\_ GRADE \_\_\_\_\_

DATE: \_\_\_\_\_

Student Signature \_\_\_\_\_

Parent Name (print) \_\_\_\_\_

Parent Signature \_\_\_\_\_