Student iPad Program

Student and Parent Conditions of Issue & Deed of Agreement

Our Lady of Sion College Student iPad Program offers each student the use of an iPad for educational purposes.

The program aims to provide students access to a contemporary learning environment via the use of mobile learning technologies. It is anticipated that this convenient access to technology, will help develop deeper understanding of knowledge and skills and improve student learning outcomes.

This Deed of Agreement is made between the legal proprietors of Our Lady of Sion College, and

____________________________________ (student name) and

____________________________________ (parent name) referred hereto after as The parties.

Dated this ____________________ day of ______________________ 20__.

This Deed of Agreement relates to the issue of an iPad by Our Lady of Sion College to the above named parent and student.

Issue of the iPad is subject to the following conditions:

1. All reference to the iPad includes other accessories provided.

2. The iPad is lent to students and remains the property of the legal proprietors of Our Lady of Sion College. The College reserves the right to recall the iPad at any time.

3. The issue of the iPad is related to current enrolment at Our Lady of Sion College only. The iPad will be returned to the College before exiting the College.

4. The student agrees to develop the necessary skills to enable them to become an effective and efficient user of the iPad and related technology across the learning program of the College.

5. The iPad is intended for student educational use within the classroom, on school excursions and at home. Therefore the student will take the iPad to class, have it at the College each day, and ensure it is used by the student only.

6. The iPad cannot be loaned or used by any other person and is for the sole use of the student for educational purposes at Our Lady of Sion College. The iPad is not to be used for personal use by family or friends.

7. The iPad will be used in accordance with all Codes of Ethics, as established by the College, presently, or in the future, in particular the Acceptable Use Policy, Student Internet Use Statement and Cyber Safety Policy, which includes strict compliance with the Australian Copyright Act 1968 and any provisions for Intellectual Property Right.

8. Responsibility for maintaining backup copies of files and apps resides with the student. In the case of treatment of serious hardware or software malfunction, the ICT Services Department, while taking every care, cannot guarantee restoration of the files and apps back to anything other than that of a
standard student iPad image. Responsibility for installation of apps back to anything other than the standard image is the responsibility of the student.

9. Students will set up an iTunes account for educational use only using their College email address as their Apple ID and synch their iPad to this iTunes account. This account may only be used with College approved devices. For example: a student’s personal mobile phone should not be connected to her Our Lady of Sion College iTunes account.

10. All damage and faults will be reported to the ICT Services Department within a reasonable time to permit repair under Warranty conditions. The iPad must only be repaired through the College process. Any maintenance of the iPad outside the College process will void warranty and insurance claims, incurring the full cost of replacement.

11. All apps (regardless of cost) are to be approved by the College.

12. The College accepts no responsibility, and cannot guarantee support, for any non-approved (i.e. not part of the standard image or specifically required for documented curriculum purposes) apps, data, etc, installed onto the iPad.

13. Major reconfiguration of the Operating System or to the Configuration System, may be treated as negligence if undertaken without due care. Jail-breaking is strictly not permitted.

14. Security of the iPad is at all times the responsibility of the student.

15. In particular the iPad should:
   • be brought to class ready for use
   • not be left unattended
   • be stored in the student locker when not in use at school
   • not be left in a situation so as to permit unauthorized student access
   • be stored in a secure, safe location when used outside school or during transportation

16. The College support appropriate cyber protocols for secondary school students.
   • The iPad should be left in a general home area overnight for charging.
   • It is not to be in a student bedroom overnight.
   • The College supports parents in setting a deadline for finishing the use of iPads in the evening.
   • The iPad should come to school fully charged.
   • We encourage parents to regularly check the contents of their daughter’s iPad and their internet use to ensure that appropriate websites are being used.

17. The physical safety and care of the iPad also needs to be managed appropriately:
   • It must always be transported in a purpose built case as described on the booklist. i.e. a cover protecting the top, bottom and sides of the iPad.
   • Temperatures should be monitored as iPads are heat sensitive.
   • It should not to be used in the vicinity of food, drinks or chemicals.
   • It will not be cleaned with any products other than a soft cloth.

18. Password protection and network security must also be maintained. It is the responsibility of the student to remember any iPad passcode she sets. If it is unknown, the iPad will need to be restored from the last backup. Students will adhere to the ICT Services Department strategies and network security in order to protect the integrity of the network.
19. By signing the Deed of Agreement, the parent/guardian agrees to accept responsibility for paying costs associated with replacing a damaged, lost or stolen iPad.

The replacement cost of an iPad may be covered by insurance in the following circumstances:

- The iPad is stolen, and a police report is provided with details of the theft. *Please note that theft from an unlocked vehicle or dwelling may not be covered by insurance.*
- Damage to an iPad that is deemed, by the insurance company, to be accidental.

If the theft or damage is covered by insurance, the parent/guardian is required to pay the insurance excess cost; currently this amount is $150.

The replacement cost of an iPad is *not* covered by insurance in the following circumstances:

- The iPad is lost.
- The iPad is damaged and the damage is considered, by the insurance company, to be wilful.

In these circumstances, the parent/guardian is required to pay the full replacement cost of the iPad.

20. The College reserves the right to access the data on the student’s iPad and delete data when it deems it appropriate.

21. Students and parents will not link credit cards to student iTunes accounts.

22. At recess and lunch student iPads may be used only in the LRC and study rooms.

23. Explicit permission is required from people whom are to be videoed, photographed or to be audio recorded. The use of this material must be for educational purpose and must not be shared or posted online unless explicitly permitted.

24. Video, photographs and audio may be saved on the iPad if it is for specific educational purposes.

25. Students are not to post online images of themselves or their peers in College uniform unless explicit permission from the College is granted.

26. Applications may not be used for purposefully hiding information from College staff or parents.

THE PARTIES HAVE EXECUTED THIS DEED ON THE ABOVE DATE

Signed: ______________________________________
Name of student: ______________________________________
In the presence of: ______________________________________

Signed: ______________________________________
Name of parent: ______________________________________
In the presence of: ______________________________________

Signed: ______________________________________
Nominee of the Principal: ______________________________________
In the presence of: ______________________________________
Receipt of iPad

I have read and agree to accept the conditions as outlined in the Conditions of Issue and Deed of Agreement in relation to the iPad as detailed below.

Model: ______________________________________

Serial No: ________________________________

Barcode No: ______________________________

I hereby acknowledge receipt of this iPad from Our Lady of Sion College.

Name of student: ____________________________

Signature of student: _________________________

Date: _____ / _____ / 20___