

# **Yr5 - 8 KEBLE PREPARATORY SCHOOL - STUDENT - PARENT IPAD USE AGREEMENT / POLICY 2021-22**

**With the exception of Y5 who have different grip cases you are asked to pay a fee of £40.00 to cover the cost of a new case each year. Cases get worn out from the previous academic year. This will be added to the Spring term fee bill.**

NOTE: In this agreement "we", "us" and "our" means Keble Preparatory School and "you" and "your" means the parent/guardian and student enrolled at Keble. The "property" is an Apple iPad owned by Keble Preparatory School until the end of Year 8.

The agreement assumes you will comply at all times with the Keble Acceptable Use Policy. Failure to comply will mean you forfeit your rights of possession effective immediately, and we will repossess the iPad.

**Damage caused by negligence:** If the school judges that your iPad has not been looked after properly and is lost or suffers damage as a result, you will forfeit your right to participate in the iPad scheme.

KEBLE PREPARATORY SCHOOL PROVIDES THE APPLE IPAD "AS-IS". KEBLE PREPARATORY SCHOOL MAKES NO WARRANTIES, EXPRESS OR IMPLIED, OF MERCHANTABILITY, MARKETABILITY, FITNESS FOR A PARTICULAR PURPOSE OR OTHERWISE, EXCEPT AS SET FORTH HEREIN. ANY IMPLIED WARRANTIES ARE EXPRESSLY DISCLAIMED AND EXCLUDED.

**Title:** At all times, the legal title to the iPad is maintained by Keble Preparatory School. Your right of possession and use is limited to and conditional upon your full and complete compliance With

- this Agreement and the Keble Student Acceptable Use Policy.

## **Insurance Coverage,**

### **Loss or Damage:**

The school's insurance will cover loss or damage to the iPad, except in circumstances where the school judges that negligence has caused such loss or damage.

### **Items Not Covered by Insurance:**

- Neglect or deliberate damage of the iPad, cables, power adapter,
- Cosmetic damages
- Preventative maintenance
- Effects of normal wear and tear
- Third-party products or effects that may damage iPad
- Recovery of software or data
- Damaged/lost cover

**Term of Agreement:**

Your right to use and possess the iPad terminates no later than the last day of the school year 2022, unless otherwise terminated earlier by Keble Preparatory School, or upon your early withdrawal from Keble Preparatory School.

**Use of iPads on Network:**

Keble Preparatory School is committed to the availability of technology resources for pupil work. If you are experiencing problems with your iPad, we will do our best to enable you to continue with class work by providing a temporary replacement iPad.

**Storage:**

The iPad affords limited electronic storage space. If you are lacking a sufficient amount of storage space on the iPad device, you will be required to delete music, photos, and so forth, in order to make necessary educational-related programs accessible.

You are encouraged to back up, duplicate or archive files to the Google Drive supplied by the school to each pupil.. You may utilize the “cloud” storage program Google drive, which allow access to documents from other computers via the Internet. It is your responsibility to ensure that work is not lost due to mechanical failure, accidental deletion or re-imaging.

**Internet Safety:**

There are many sites on the Internet that can be potentially dangerous to minors. Keble Preparatory School makes every effort to block these sites both inside and outside of the school by installing a filtered browser on each device.

You **MUST** use the browser when gaining access to the Internet. You are in violation of Keble policy if you use software utilities or other means to access content blocked by school filters.

**Inappropriate Content:**

Inappropriate content will not be allowed on iPad devices. Presence of pornographic materials and inappropriate language will result in disciplinary action.

Use for Non-School-Related Purposes: Limited personal use is permitted as long as such does not violate this policy and the Keble Student Acceptable Use Policy.

**Sound:**

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

**Deleting Apps :**

iPads will have security applications installed. Deletion of security-related apps is prohibited. Doing so may interfere with your ability to complete class work.

**Music, Books and Apps :**

Music, books, and apps not provided by Keble can be downloaded through your personal iTunes account at your expense. Content must be school appropriate and follow all terms of this Agreement and Keble Student Acceptable Use Policy.

If iPads are returned, you will lose all downloaded content unless it has been stored on “Google Drive”.

**Recording Feature and Camera :**

The iPad comes equipped with a microphone, front and rear-facing camera, and video capacities. Keble Preparatory School retains the rights concerning any recording and/or publishing of any student or staff member's work.

You must obtain permission from the teacher before recording an individual or group or publishing a photograph or video of any school related activity in print, the internet or through any form of social media. Unauthorized recordings are subject to disciplinary action in accordance with the Keble Student Acceptable Use Policy.

**No Loaning or Borrowing iPads**

Do NOT loan iPads or other equipment to other students.

Do NOT borrow an iPad from another student.

Do NOT share passwords or usernames with others.

**Setting Security Passcodes**

You SHOULD set a security passcode on your iPad. This passcode should be known only by you to ensure the iPad is only used by you. Keble has the right to bypass the security code. Access to another person's account or iPad without consent or knowledge is considered hacking and is prohibited.

**Modification of the iPad**

You should NOT modify the iPad in a way that will permanently alter either physically and/or electronically other than instructed by an administrator or other school personnel.

You should NOT apply marks, stickers, or other decorations to the iPad supplied to you.

You should NOT remove the supplied iPad Grip case

**iPads are Required Each Day in Class**

You are required to bring fully charged iPads to class.

When appropriate, Keble Preparatory School encourages you to take your iPad home at night for class work and recharging. School does not supply chargers for home use.

All rules and regulations that are in effect during the school day extend to the use of the iPad at home.

Please sign the Google form posted on the website to accept this agreement .

\*The iPad agreement must be renewed each school year.

