

# Canby School District



## Student Device Use Agreement

To be completed by all students and their parent/guardian each school year

The Canby School District provides Apple iPads for all students to use for instructional purposes inside and outside of school. All students and parents/guardians of the Canby School District are required to complete this agreement before an iPad is issued.

### Basic Information

1. Each student is issued an iPad in a protective case at the start of each school year or when a student enrolls mid-year.
2. Each student is issued a USB sync cable and charging adapter when they are first assigned a device. The sync cable and adapter are to remain with the student for the duration of their enrollment at their school and DO NOT need to be turned in each school year.
3. USB sync cables and charging adapters DO NEED to be turned in at the conclusion of the 6<sup>th</sup> grade, 8<sup>th</sup> grade, and 12<sup>th</sup> grade school years, when a student withdraws from the district, or completes a mid-year transfer from one CSD school to another.
4. This equipment is property of the Canby School District and should be used, respected, and cared for in a manner aligning with the policies and rules of the classroom, school, and district.
5. For elementary and middle school students each iPad will be turned in at the end of each school year, when a student withdraws, or when a student completes a mid-year transfer from one CSD school to another.
6. High school students will retain their iPad over the summer. Devices will be turned in when a student graduates or withdraws from school.
7. Whenever possible, at the start of a school year a returning elementary or middle school student will receive the same iPad they were assigned the previous school year.
8. A Children's Internet Protection Act (CIPA) compliant filter is always active on all student devices, no matter where they connect to the internet.
9. Students are not permitted to install unapproved apps, change settings, or otherwise use the device in a method unmonitored by the district.
10. Students should expect no right to privacy in their use of their school issued device.
11. An updated student device FAQ is available from the District's Family Tech Support Website ([www.canby.k12.or.us/support](http://www.canby.k12.or.us/support))

### Loss/Damage Information

1. When a student device is lost or stolen, the student and/or parent need to notify their school immediately. The district will disable the device and assist in determining the location of the device when possible. If a lost or stolen device cannot be recovered, a replacement device will be issued to the student one time during their enrollment in the school district. **If a device is lost or stolen for a second time during the student's district enrollment, the student is responsible for the replacement cost of the device and its protective case. The replacement device issued to the student may not match the lost/stolen device's age or condition.**
2. When a student device is damaged due to an accident or mistreatment, the student and/or parent need to notify their school immediately. If a damaged device cannot be easily repaired, a replacement device will be issued to the student one time during their enrollment in the school district. **If a device is damaged for a second time during the student's district enrollment, the student will be issued a replacement device and be held responsible for the repair/replacement costs of their previous device.**
3. If a USB sync cable or charging adapter are lost or stolen, low-cost replacements are available for purchase through school front offices.
4. If a student continually damages, loses, or otherwise mistreats a device, the district may choose to no longer issue a device.

### Repair/Replacement Cost and Fee Information

1. When a device is lost or stolen for a second time during a student's district enrollment, a replacement fee of \$300.00 will be assessed.
2. When a device is damaged for a second time during a student's district enrollment, a repair fee equal to the cost of the repair will be assessed. If repair exceeds the cost of a replacement, a fee of \$300.00 will be assessed.
3. Fees can be paid online, over the phone, or in person at the District Office.
4. Replacement USB sync cables and charging adapters are available for \$5.00 and \$8.00 respectively at school front offices.

## CSD Student Device Use Agreement

**By signing this document, I understand that I am responsible for the appropriate use of my district-provided device and acknowledge that I have read and understand all information listed above.**

Student Name \_\_\_\_\_ School Name \_\_\_\_\_

Student ID Number (If known) \_\_\_\_\_ Date \_\_\_\_\_

Student Name (Printed) \_\_\_\_\_ Student Signature \_\_\_\_\_

Parent Name (Printed) \_\_\_\_\_ Parent Signature \_\_\_\_\_