



NEW TRIER MOBILE LEARNING PROGRAM ACKNOWLEDGEMENT

Authorizing Student Use of Mobile Devices in a 1:1 Computing Environment

These policies, along with the guidelines within the student guidebook, govern the use of iPads used in the Mobile Learning Program at New Trier Township High School.

I. USE OF THE IPAD

- A. Expectation of Technology Use.** Use of technology resources at school is an expectation of New Trier students; however, it is also a privilege and not an entitlement or right.
- B. Acceptable Use of the iPad.** Use of the iPad at school is intended for educational purposes consistent with the curricular goals of the District and with the [Acceptable Use Regulations](#) (AUR). Students may not use (or allow others to use) a school-managed iPad in a way that violates the AUR. Violation of these policies or guidelines could lead to disciplinary action and loss of privileges.
- C. Using the iPad at School.** Unless otherwise instructed, the iPad is intended for educational use at school every day. iPads are not available for loan from the District if students forget to bring their iPads to school or if the iPads run out of battery life.
 - 1. Teachers reserve the right to limit use of the iPad or access to specific apps in the classroom.
 - 2. iPads will be “supervised” to provide necessary management of the device, allowing optimal device performance, as well as provide access to curricular apps and content.
 - 3. The helpdesk (trevIT) does provide a charging location for student devices.
 - 4. iPads will have an asset tag for ease of identification and management.
- D. Using the iPad Outside the District.** Parent(s)/guardian(s) may choose to monitor or limit iPad use while the device is outside of the District. Configuration of any home network connection, including filtering, is the responsibility of the parent(s)/guardian(s).
- E. Caring for the iPad.** Students are solely responsible for the care, maintenance, and safety of the iPad. Each device purchased through the district will include [4-year AppleCare+ coverage](#).

II. OBTAINING DEVICES

- A. Devices purchased through New Trier.** As part of its commitment to integrating technology into the curriculum, the Board of Education of New Trier High School District 203 is subsidizing the purchase of an iPad and keyboard case. Families are allowed only one subsidized device purchase per student during the student’s time at New Trier. This device can only be purchased by students who attend New Trier HS and have an active NTHS network account.
 - 1. If a family purchases an iPad from New Trier HS, and subsequently decides not to attend New Trier before taking possession of the iPad, they are entitled to a full refund.
- B. iPads Loaned by New Trier.** In some situations involving financial need or in support of identified learning accommodations, New Trier may opt to loan an iPad to a student. A loaned iPad and any related accessories are the property of the District. The device and accessories must be returned in operable condition, with all accessories and parts in good condition. If the student fails to return the District-owned iPad and any related accessories as directed, the District may seek reimbursement.



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- C. Accessories.** The District requires students to use a case with a keyboard to support school work. Additional accessories may be used, but as with any personal property brought to school, the District reserves the right to disallow the use of any accessory and is not responsible for any loss or damage to personal property.

III. IPAD DATA AND APPS

- A. Managing Files and Saving Work.** It is the student's responsibility to make sure work is not lost due to a failure or loss of the iPad. If more storage space is necessary, it is the student's responsibility to purchase more cloud space. NOTE: During their iPad orientation, students will be given instructions on how to back up their local data/content to their iCloud accounts.
- B. Apple IDs.** To allow for an optimal student experience with their personally-owned iPad, students will use a personal Apple ID. This Apple ID must be prepared before the scheduled iPad orientation, and it is also strongly recommended that students not use a shared Apple ID. Keep in mind that families are still encouraged to participate in Apple's "Family Sharing Program", however, students should use an individual Apple ID, unique to them.
- C. Personal Content on the iPad.** The student should be aware that any content (e.g., documents, messages, audio files, and photographs) stored on the iPad could be subject to access by third parties pursuant to law or subject to discovery in a legal proceeding. In addition, personal content may be deleted in the course of routine maintenance and/or troubleshooting. It is the student's responsibility to manage all personal content stored on the iPad.
- D. iPad Data as District Records.** Data saved to the iPad or to Internet-based storage space (i.e., the "cloud") via the iPad are not maintained by the District as public records or as student records.
- E. District Managed Apps.** Apps provided by the District are only available to a student as long as the student is enrolled at New Trier.

IV. REPAIR OF, LOSS OF, OR DAMAGE TO IPAD

- A. Technical Support.** If a student's iPad is not functioning properly, the student should alert technology staff, who will assess the status of the device and attempt to resolve any issues.
- B. Lost or Stolen iPad.** If the student's iPad is lost or stolen, the student should report the incident to the Technology Department. The District will make every effort to locate the device on campus; however, lost and stolen iPads are not the responsibility of the District. Families may purchase additional lost-stolen coverage for iPads on their own if they desire such coverage.
- C. Damage to iPad.** All iPads purchased through the district should receive damage support from Technology Department personnel. Students who receive a replacement iPad from Apple will be required to visit the helpdesk so that this new device can be managed by New Trier to ensure compliance for state testing and other instructional



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purposes.

1. **AppleCare+.** To ensure a high quality and timely repair, families must coordinate repairs through the Technology Department.
 - a) All repairs will be handled according to [Apple's coverage terms and guidelines and price structures](#).
 - b) Once a claim has been submitted, the student must remain in communication with technology support personnel. All communications will occur through the student's @student.nths.net email address. Failure to communicate may result in the student's inability to complete school work or a temporary deactivation of the student's New Trier network account.

V. RESPONSIBILITIES OF STUDENTS AND PARENT(S)/GUARDIAN(S)

- A. **Student's Compliance.** It is the responsibility of students to comply with the policies outlined in this document; however, when appropriate, parent(s)/guardian(s) may be asked to take on this responsibility when a student is unable or unwilling to comply with these terms.
- B. **Prohibit "Jailbreaking."** Jailbreaking is replacing the manufacturer's operating system with custom software, allowing the user to circumvent the manufacturer's security and licensing restrictions. Jailbreaking or otherwise disrupting the configuration and security of the iPad voids the manufacturer's warranty and is a violation of this Acknowledgement.
- C. **District-installed Configurations.** Removal of any District-installed configurations or profiles is prohibited and will be considered a violation of this Acknowledgement.

VI. RESPONSIBILITIES OF THE DISTRICT

- A. **Training.** The District is responsible for providing training to all students and will make every effort to do so before students are expected to use an iPad for academic work. This training curriculum is self-paced and guides students through device configurations, app downloads, review of acceptable use of technology at New Trier, and relevant digital citizenship topics.
- B. **Technical support.** The District is responsible for providing basic technical support for any device covered under this Acknowledgement.
 1. The District will provide a support center at each campus for students to seek help during school hours.
 2. The District will maintain an [email address](#) and a [resource page](#) for students and/or parent(s)/guardian(s) to request technical support or receive information and updates regarding the MLP.
- C. **Network Access.** The District will take necessary actions to provide a safe learning environment on campus, including adequate filtered broadband to allow students to complete school work.
- D. **Communication.** The District will communicate to students and/or parent(s)/guardian(s)



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any changes in service, network issues, repair updates, and inquiries in a timely manner.

- E. Purchasing or Borrowing.** The District must provide each student the ability to purchase one subsidized device during their time at New Trier.
1. Purchased devices will be a model that can last students through their entire time at New Trier.
 2. Devices and accessories borrowed from the District will be delivered to the student in good working order
- F. Protection of Student Information.** The District will take all actions required by law to protect student information. Furthermore, all New Trier faculty and staff who handle a student's iPad will keep account passwords and passcodes, credit card information, and any other personal information stored on the iPad confidential unless required by law.
- G. Focus on Academics.** The District will manage all iPads in a way that respects the student who owns the device while allowing the device to be used for academic goals.
1. The District will provide all necessary apps.
 2. The District will provide management that allows iPads to be used for testing.

VII. WAIVER AND INDEMNIFICATION

Waiver of iPad-Related Claims. By providing your email address on the MLP Web iPad Selection Portal, you acknowledge that you are aware of the *Mobile Learning Program Device Acknowledgement* and intend to review the guidelines and policies outlined or referenced in this Acknowledgement with your student.

MOBILE LEARNING PROGRAM ACKNOWLEDGEMENT SUMMARY

PARENT/GUARDIAN ACKNOWLEDGEMENT. I am the parent/guardian of a New Trier student participating in the Mobile Learning Program, and I acknowledge that I received the New Trier Mobile Learning Program Acknowledgement. I understand that:

- ❖ The student is responsible for bringing the iPad to school every day, fully charged, and for taking care of and properly using the iPad.
- ❖ Use of the iPad at school is intended for educational purposes consistent with the curricular goals of the District and with the [Acceptable Use Regulations](#) (AUR).
- ❖ Improper use of the iPad may subject the student to disciplinary action and/or loss of privileges.
- ❖ Unless otherwise agreed upon between the parent(s)/guardian(s) and the District, the parent(s)/guardian(s) are financially responsible for any damage to or loss of the iPad.
- ❖ The parent(s)/guardian(s) are responsible for reviewing and ensuring the student's compliance with the terms of the *New Trier Mobile Learning Program Acknowledgement (MLPA)*.