

Killian Middle School

Campus Guidelines for Technology

Purpose

Killian Middle School is proud to be part of the LISD 1:X iPad program, which offers Apple iPads to our students for use at school and at home. This has been designed to enhance the delivery and individualization of instruction. For students and parents, the following information is provided to help everyone understand the expectations and responsibilities of care and use related to receiving an iPad.

Lock Screen/Background Photo

- Lock Screen must contain the first and last name of the student.
- Presence of guns, weapons, pornographic materials, inappropriate language, alcohol, drug, gang related symbols or pictures are prohibited.

Sound

- Students must be able to hear directions from Killian staff, especially in the case of an emergency.
- Sound must be muted at all times unless permission is given from the teacher for instructional purposes.
- If headphones of any kind are being used, only one ear should be covered unless permission is given in the classroom.

iPad Care

Students must take care of their device at all times:

- iPad is a valuable object and should be treated with respect.
- Students will be responsible for protecting their iPad from damage and theft.
- iPad must be fully charged before the start of each school day.
- iPad should always be carried, stored and handled with care.
- iPad should be in protective case at all times.

Rights to Device

- iPads are district issued devices and are not the personal property of the students.
- iPad must be registered with the LISD District Profile at all times. "Jailbreaking" the device is not allowed.
- Do not delete any Profiles, Apps, folders or files that you did not create or that you do not recognize. Deletion of certain Profiles, files or Apps will interfere with your ability to complete certain coursework and may affect your grades.
- Parents, teachers and campus administrators can access district iPads at any time for educational use or if there is reasonable cause for inappropriate usage of device.
- If a device is requested for an inspection, passwords to unlock the device must be provided.

Apple ID and iTunes

Sharing of account username and password is prohibited. App “sharing” is a violation of copyright and licensing laws and can result in legal action.

Apps and Downloadable Information

- The iPad comes with educational apps preloaded.
- Students are allowed to install apps, but they must be appropriate as defined in the LISD 1:X Student/Parent Handbook.
- Educational apps should take priority over personal apps.
- Parents are encouraged to set up and manage Parental Controls on their student's device.
- Apps rated 17+ or games with an ESRB rating of Mature are not allowed on student devices (exceptions to approved 17+ apps, such as the Chrome Browser, will be maintained on a whitelist at <http://1tox.lisd.net>).
- Presence of weapons, pornographic materials, inappropriate language, alcohol, drug, gang related symbols or pictures will result in disciplinary actions.

Passing Periods

- For the safety of all, technology must not be on or in use if a student is walking or standing in an area where people are walking.
- Technology may be used in the hall if the student is stationary and out of the way of other people.
- If headphones of any kind are being used in the hallway, only one ear should be covered.

Classroom Procedures for iPads

Students must enter classrooms with their iPad on the home screen and wait for further instruction before unlocking it for use. Students are expected to follow each teacher's guidelines for iPad use in the classroom.

Student Responsibilities

In order to maintain a functioning learning environment:

- Physical damage to iPad should be reported to a teacher or administrator immediately.
- Inappropriate material on any iPad should be reported to a teacher or administrator immediately.

Student Activities Strictly Prohibited

- Illegal installation or transmission of copyrighted material
- Sending, accessing, uploading, downloading or distributing offensive, profane, threatening, pornographic, obscene, violent or sexually explicit materials.
- Playing games on the iPad when class is in session without the permission of the teacher
- Spamming - sending mass or inappropriate emails
- Gaining access to other student's accounts, files, and/or data

- Use of anonymous and/or false communications to mislead, harm, bully or harass another person
- Accessing or transmitting materials that are obscene, offensive, threatening or otherwise intended to harass or demean recipients
- Students may not use any electronic device in a way that detracts from or disrupts the educational environment.

Audio, Photo, & Video Recording

- Students will respect the rights and privacy of all individuals within the school community at school or school sponsored events.
- Use of cell phones or other personal electronic devices are only allowed to be used in the classroom with the permission of the teacher for educational purposes.
- Cell phones and other devices may be used appropriately and respectfully before and after classes.
- Students will not record audio or video of other individuals at school or at school sponsored activities without their knowledge and consent, except for activities considered to be in the public arena such as sporting events or public performances.
- Students will not email, post to the internet, or otherwise electronically transmit audio or video recording (including pictures) taken at school without the expressed written consent of the parties involved.
- Use of cellphones and iPads is strictly prohibited in locker rooms and restrooms.

Consequences for Misuse or Neglect

Teacher consequences listed below are to be considered the minimum served.

- If a student violates any part of the policy above, the following disciplinary steps will be taken:
 - 1st Offense - Warning
 - 2nd Offense - Warning and Parent Phone Call
 - 3rd Offense - Thirty Minute Detention
 - 4th Offense - Hour Detention
 - 5th Offense - Office Referral
- Administration reserves the right to assign greater consequences based on the severity of the offense.
- Parents will be notified when content is removed that violates the 1:X Student/Parent Handbook and/or the LISD Student Acceptable Use Policy.