The Apple iPad2 referred to in this document remains the property of Mary MacKillop Catholic Regional College under the terms of a leasing agreement, but will be held in sole custody of the student to whom it is issued for the 1 year period of the lease. The iPad2 is an academic learning tool provided to students with the purpose of offering opportunities such as wireless access to the internet, and a vast array of applications and e-learning objects. The College, in providing this iPad2, expects students to use this device in a responsible, safe and respectful manner.

Students and Parents/Guardians must carefully read this Agreement prior to signing. This agreement is inclusive of, but not restricted to the one year leasing period commencing with the issuing of the aforementioned Apple iPad2.

Ownership

The Apple iPad2 is provided to the student for use as a learning tool at school and at home.

The Apple iPad2 is in the sole custody of the student to whom it is issued for the 1 year period of the lease.

The Apple iPad2 remains the property of the College for a period of one year. During this period, the College can request that the Apple iPad2 be returned for any reason at any time.

If the student leaves the College within the one year period of the lease, the Apple iPad2 must be returned, complete and in good working condition to the College at the time of departure, any damage will be invoiced upon return of the iPad 2.

College staff reserve the right to review all material on the device by request at any time, and if required, to refresh the iPad's image at any time.

At the conclusion of the 1 year lease, students will be offered the option of returning the iPad2, or purchasing it at a cost determined by ‘fair market value’ under the terms of the lease.

Damage or Loss of Equipment

This Apple iPad2 is covered by an manufacturer's warranty for duration of the lease. The warranty covers manufacturer’s defects and normal use of the iPad2. It does not cover cracked screens, negligence, abuse or malicious damage, which must be reported to teaching staff. ‘Jailbreaking’ the iPad2 will immediately void the warranty of the device and result in severe disciplinary action by the College.

Loss, accidental damage or theft of the Apple iPad2 must be immediately reported to via a Repair and Replacement Form. These must be completed and returned to the College Business Manager before the iPad2 can be repaired or replaced.

In the event of a serious incident not covered by warranty, the student’s parent/guardian will be required to pay for the cost of repairs, or for a replacement Apple iPad2 or equivalent as determined by individual circumstances.

In the case of suspected theft or malicious damage caused by another person off-site from the College, a police report must be made by the family and an incident number provided to the College within seven days.

Substitution of Equipment

When an Apple iPad2 is replaced, it will be replaced with one of a similar age and specification where possible.
Student Responsibilities

The student is responsible for:

- Bringing the iPad2 fully charged to school every day.
- Taking the iPad2 to every class unless instructed otherwise by a teacher.
- Adhering to the College’s policies and guidelines regarding the use of electronic devices.
- Regularly and securely backing up data on the school network and at home.
- Ensuring that the identification sticker is not removed from the iPad2.
- Ensuring that the iPad2 is contained within an appropriate hard-backed cover at all times.
- Taking care to keep the iPad2 secure when not in use at school, including leaving the iPad2 in their locker with the lock engaged.
- Transporting the iPad2 with care at all times.
- Handling the iPad2 carefully and taking care not to drop it.
- Ensuring that food and drinks are kept well away from the iPad2.
- Making sure that nothing is put on the iPad2, e.g. stickers etc
- The replacement of lost or damaged chargers or other peripherals.
- Ensuring that the mandatory Apps for learning are loaded onto the iPad2 and are regularly updated.
- Ensuring that no inappropriate material (including, but not limited to gambling and age-restricted material) is stored on, or accessed on the iPad2.
- Ensuring that the iPad2 software is kept up to date with the latest version release of the software.
- Ensuring that they make available to College staff at anytime, their iPad2 for the checking of web-browsing history, for which they are unable to delete at any time.
- Ensuring that they do not complete the downloading of Apps whilst connected to the College network, unless given prior permission by a College staff member.

A student who does not fulfil these responsibilities may face a series of scaled consequences ranging from being required to reset their iPad2, to having their iPad2 removed from their possession for use by the Principal or their delegate.

Parent/Carer Responsibilities

The student's parents/carers are responsible for:

- Supervising the student’s iPad2 and Internet use at home, ensuring that the student is using the iPad2 safely and responsibly, and in accordance with this User Agreement and the College's policies and guidelines regarding the use of electronic devices.
- Paying any costs incurred by the College in repairing or replacing any iPad2 where the student has been deemed responsible for deliberate damage, abuse or loss by neglect of an iPad2.
- Paying any costs associated with the excessive downloading of material by the student at school for non-educational purposes.
- Retaining a copy of this document for the duration of the agreement.

The College provides students with access to its Computer network to assist in the facilitation of efficient and effective learning. This access also allows for the secure storage of student data and the provision of access to the Internet and email for educational purposes.

Wireless access to this network increases a student’s individual responsibilities. Whilst students are allowed to access the network through any capable personal electronic device, they must always do so in a manner which upholds the high moral and ethical standards of the College, and which is in keeping with all relevant College policies available on the College website and information included in the Student Planner.
Access will be granted to the Network when the student agrees

- To only store files appropriate to their Classes and Work Requirements
- To only store files in the home folder assigned to them, or folders assigned by a teacher.
- To keep confidential their Usernames and Passwords, not allowing these to be used by other persons.
- To regularly back-up to an external storage device (USB) any files they wish to be secured.
- That the College reserves the right to delete files stored on the Network at the end of each semester.
- That the College reserves the right to routinely check files stored by students in home directories to ensure that they conform to terms outlined in this Agreement.
- That the College will not be held responsible for any accidental loss of data.
- To refrain from installing or removing any software of any type to any workstation.
- Not to adjust software settings of any type unless authorised to do so.
- To treat all College owned Computer hardware with care and respect as directed by the teacher.
- To only use personal electronic devices at school in accordance with College policy.

Access will be granted to e-mail and Internet facilities when the student agrees:

- To the network access terms – as outlined above.
- To conduct themselves responsibly and in a manner acceptable for a student of Mary MacKillop College at all times whilst interacting with other people via electronic media.
- To access only sites that are appropriate for the Subject and Topic that is being studied.
- To avoid accessing/downloading/publishing/distributing material that is offensive or against the law.
- To obey copyright laws –information contained within websites is copyright unless otherwise stated.
- To avoid giving out personal information such as addresses, telephone numbers or e-mail addresses.
- To avoid using chat programs such as ICQ, MSN, IRC etc.
- To avoid using e-mail clients or web-based mail servers other than those approved by the College.
- To read all e-mails forwarded to them by a College staff member.
- That the College reserves the right to monitor e-mail and Internet traffic for inappropriate content.

Breach of any of the conditions above may result in of the following disciplinary actions:

- Reprimand
- Suspension or removal of Network / E-mail / Internet access.
- Inquiry
- Disciplinary interview
Mary MacKillop Catholic Regional College
Network and Student Agreement 2013

Student Agreement

I have both the Apple iPad2 User Agreement carefully as well as the Student Network Acceptable Usage Agreement. I understand that access to the network, Internet and e-mail are a privilege, not a right and that if I breach any of the conditions outlined I will have disciplinary measures taken against me. I understand the significance of the conditions and agree to abide by these conditions.

Student Name: ________________________________

Student Signature: ____________________________ Date: ______________

Parent / Guardian Agreement

I have read the Apple iPad2 User Agreement carefully, understand the significance of the conditions and agree to abide by these conditions.

I acknowledge that I have read the conditions under which my child can have access to the College Network, Internet and e-mail and have discussed these with my child. I agree to allow my child access to the College Network, Internet and e-mail under these conditions and to pay any costs associated with the excessive downloading of material at school for non-educational purposes.

Parent/Guardian Name: ________________________________

Parent/Guardian Signature: ____________________________ Date: ______________

Office Use Only

Apple iPad2 Serial Number: ________________________________

Date of Issue: ____________________________

Issuing Person Signature: ________________________________