



CARMEL

ADVENTIST COLLEGE

Established 1907

2022 STUDENT IPAD DEED OF AGREEMENT

Student and Parent Conditions of Issue & Deed of Agreement

Carmel Adventist College Student iPad Program offers each student the use of an iPad for educational purposes.

The program aims to provide students access to a contemporary learning environment via the use of mobile learning technologies. It is anticipated that this convenient access to technology, will help develop deeper understanding of knowledge and skills and improve student learning outcomes.

This Deed of Agreement is made between **Carmel Adventist College**, and

_____ (student name) and

_____ (parent name)

Dated this _____ day of _____ 20__.

This Deed of Agreement relates to the issue of an iPad by **Carmel Adventist College** to the above named **parent and student**.

Issue of the iPad is subject to the following conditions:

1. All reference to the iPad includes other accessories provided, including cover and power supply.
2. The iPad is hired to students and remains the property of the legal proprietors of **Carmel Adventist College**. The College reserves the right to recall the iPad at any time.
3. The issue of the iPad is related to current enrolment at **Carmel Adventist College** only. The iPad **must** be returned to the College before exiting the College.
4. The student agrees to develop the necessary skills to enable them to become an effective and efficient user of the iPad and related technology across the learning program of the College.
5. The iPad is intended for student educational use within the classroom, on school excursions and at home. Therefore the student will take the iPad to class, have it at the College each day, and ensure it is used by the student only.
6. The iPad cannot be loaned or used by any other person and is for the sole use of the student for educational purposes at **Carmel Adventist College**. The iPad is not to be used for personal use by family or friends.
7. The iPad will be used in accordance with all Codes of Ethics, as established by the College, presently, or in the future, in particular, and includes strict compliance with the *Australian Copyright Act 1968* and any provisions for Intellectual Property Right.

8. Responsibility for maintaining backup copies of files and apps resides with the student. In the case of treatment of serious hardware or software malfunction, the College IT personnel, while taking every care, cannot guarantee restoration of the files and apps back to anything other than that of a standard student iPad image. Responsibility for installation of apps back to anything other than the standard image is the responsibility of the student.
9. All damage and faults will be reported to the IT Manager within a reasonable time to permit repair under Warranty conditions. The iPad must only be repaired through the College process. Any maintenance of the iPad outside the College process will void warranty and insurance claims, incurring the full cost of replacement.
10. All apps required for school purposes will be purchased and deployed by the College.
11. The College accepts no responsibility, and cannot guarantee support, for any non-approved apps (i.e. not part of the standard image or specifically required for documented curriculum purposes), data, etc, installed onto the iPad.
12. Any attempt to make changes to the operation of the iPad may result in the iPad being quarantined for a period of time (minimum of 1 week)
13. Security of the iPad is at all times the responsibility of the student.
14. In particular the iPad should:
 - be brought to class ready for use
 - not be left unattended
 - be stored in the student locker when not in use at school
 - not be left in a situation so as to permit unauthorised student access
 - be stored in a secure, safe location when used outside school hours, or during transportation
 - the cover is not to be drawn or graffitied on.
15. The College supports appropriate cyber protocols for secondary school students.
 - The iPad should be left in a general home area overnight for charging.
 - It is not to be in a student bedroom overnight.
 - The College supports parents in setting a deadline for finishing the use of iPads in the evening.
 - The iPad should come to school fully charged.
 - We encourage parents to regularly check the contents of their child's iPad and their internet use to ensure that appropriate websites are being used.
16. The physical safety and care of the iPad also needs to be managed appropriately:
 - **It must always be housed in its purpose built case.**
 - Temperatures should be monitored as iPads are heat sensitive.
 - It should not to be used in the vicinity of food, drinks or chemicals.
 - It is not to be cleaned with any products other than a soft cloth.
 - The iPad case must not be defaced.
17. Password protection and network security must also be maintained. It is the responsibility of the student to remember any iPad passcode they set. If it is unknown, the iPad will need to be restored from the last backup. Students will adhere to the ICT Services Department strategies and network security in order to protect the integrity of the network.
18. By signing the Deed of Agreement, the parent /guardian agrees to accept responsibility for paying costs associated with replacing a damaged, lost or stolen iPad. The cost associated with a damaged iPad is **\$100 per claim.**

19. The College reserves the right to access the data on the student's iPad and delete data when it deems it appropriate.
20. Students and parents will not link credit cards to student iTunes accounts.
21. At recess and lunch, student iPads may be used only in the Library and designated study rooms.
22. Explicit permission is required from people who are to be videoed, photographed or to be audio recorded. The use of this material must be for educational purpose and must not be shared or posted online unless explicitly permitted.
23. Video, photographs and audio may be saved on the iPad if it is for specific educational purposes.
24. Students are not to post online images of themselves or their peers in College uniform unless explicit permission from the College is granted.
25. Applications may not be used for purposefully hiding information from College staff or parents.
26. On leaving the college, students must return their iPad undamaged and in proper working order, together with the charger, cable and case.

THE PARTIES HAVE EXECUTED THIS DEED ON THE ABOVE DATE

Student Name: _____ Signed: _____

Parent Name: _____ Signed: _____

Nominee of the Principal: _____ Signed: _____

Receipt of iPad

I have read and agree to accept the conditions as outlined in the Conditions of Issue and Deed of Agreement.

I hereby acknowledge receipt of this iPad from **Carmel Adventist College**.

Name of student: Signature of student:

_____ / _____ / 20_____