



GOVERNOR LIVINGSTON HIGH SCHOOL

Berkeley Heights, NJ 07922
(908)464-3100 FAX (908)464-7508



Mr. Mark A. Cantagallo
Assistant Principal

Mr. Robert B. Nixon, Jr.
Principal

Mrs. Tara M. Oliveira
Assistant Principal

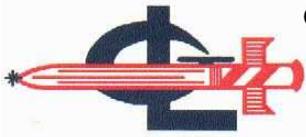
Student iPad Responsible Use Berkeley Heights Public Schools

Excellence in education requires that technology be seamlessly integrated throughout the educational program. Because the iPad is one of the 21st Century's premier learning tools and increasing access to technology is essential for each student's future, the district is providing students with an individual iPad in a 1-to-1 environment. This tool provides an opportunity to enhance each student's overall learning experience, promoting critical thinking, problem solving, communication & collaboration. Utilizing the iPads in the Berkeley Heights Public Schools gives students the access to learn anywhere, anytime - both in classrooms and at home. All users of the iPad will be required to review this document, as well as sign this agreement with the school district, to protect the hardware and software inherent with this technology.

While an iPad is assigned to each student, the iPads remain the property of the district and are subject to the same acceptable use guidelines as all other Berkeley Heights Public Schools-provided electronic devices. All district-purchased applications (apps), files and documents stored on the iPad are the property of Berkeley Heights Public Schools.

The district reserves the right to confiscate and search a student's iPad to ensure compliance with the responsible use of the device. Students in violation of responsible use may be subject to but not limited to: disciplinary action, repossession, overnight confiscation, or removal of content. In the event of repossession or confiscation, completion of all class work remains the responsibility of the student. Berkeley Heights Public Schools is not responsible for the loss of any personal files that are deleted.

- Students will be assigned an iPad, USB Cable, USB Charger, external keyboard, and a mini-USB wire for the keyboard. The iPad with the serial number assigned to the student must be turned in to the district in appropriate working condition when a student leaves the district.
- The iPads are educational tools and as such, each student is required to bring her or his iPad to school every day, fully charged. There will be only limited availability to charging stations.
- Syncing the iPad to iCloud should be done regularly. Doing so will safeguard all files, documents, and apps. Items deleted from the iPad cannot be 'undeleted', so backing up your work is very important.
- Preloaded apps may not be deleted, and only district staff can update them.
- Memory space is limited. Academic content takes precedence over personal files and apps. In the case of memory space conflict, personal files/apps must be removed.



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- Non-educational content is for personal use only and should not be shared in any manner, audio or visual, with other students.
- The volume is to remain muted unless headphones are attached and/or permission is obtained from the teacher.
- The whereabouts of the iPad should be known at all times. It is student's responsibility to keep her or his iPad safe and secure.
- An iPad belonging to other students or faculty members should not to be tampered with in any manner. If an iPad is found unattended, it should be given to the nearest faculty/staff member.
- If the iPad is damaged, the main office must be notified immediately.
- iPads that are believed to be lost or stolen can be tracked through Mobile Me, which the student is required to enroll in upon receiving the iPad. If an iPad is determined stolen, the incident must be reported to the Berkeley Heights Police Department.
- Students can only be issued a replacement iPad through the school district.

The students are responsible for care and good judgment when using iPads:

- The iPad screen is made of glass and therefore is subject to cracking and breaking if misused. Never drop nor place heavy objects (books, laptops, etc.) on top of the iPad.
- Only a soft cloth or approved laptop screen cleaning solution is to be used to clean the iPad's screen.
- Defacing of the iPad in any way is prohibited (stickers, markers, etc).
- To extend battery life, students should always turn off and secure their iPad after work is completed.
- The iPad is sensitive to moisture and extreme heat. It must not be left in a car or location where it may be damaged. It must be kept dry and away from sources of water such as sinks, bathtubs and pools.
- Charge the iPad only with the included charger and using a standard wall outlet for a power source. Do not attempt to charge the iPad via computer connection.

Notice pursuant to N.J.S.A. 18:36-39: The iPad is equipped with a camera, global, positioning system and other features capable of recording or collecting information on the student's activities or use of the iPad. The school district shall not use any of these capabilities in a manner that would violate the privacy of the student or any individual residing with the student.



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Responsible Use of iPads by Students

I hereby acknowledge receipt of the iPad identified below and confirm that I have read, understand and agree to comply with the Berkeley Heights Board of Education policies and procedures cited above. I acknowledge receipt of the notice required pursuant to N.J.S.A. 18A:36-39, which is set forth on page 2 of this Responsible Use document.

iPad Serial Number: _____

BHPS Inventory Tag Number: _____

Student Name (please print): _____

Student Signature: _____

Parent/Guardian Name (please print): _____

Parent/Guardian Signature: _____

Date Received: _____

To be completed when the iPad is returned to the District:

Returned To: _____

Student Signature: _____

Date Returned: _____