



EAST LYME PUBLIC SCHOOLS

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BEST PRACTICES FOR IPAD USERS

I will...

- ✓ Keep food, drink, pets, etc. away from the iPad at all times.
- ✓ Carry the iPad with two hand and always walk when carrying the iPad.
- ✓ Always have clean hands when using the iPad.
- ✓ Clean the iPad screen with a soft, dry, anti-static cloth or a screen cleaner designed for LCD screens.
- ✓ Use the appropriate iPad A/C adapter when charging the iPad.
- ✓ Bring the iPad home each day, and bring it back to school the next school day, **fully charged**.
- ✓ Transport the iPad to and from school in an appropriate backpack/bag to provide protection from damage.
- ✓ Keep the iPad in the district-issued case at all times.
- ✓ Keep all labels, stickers, or screen protectors that have been added by technology department in place.
- ✓ Use the iPad at appropriate times, in approved places, for educational pursuits only.
- ✓ Recognize that use of school technology devices is a privilege and treat it as such.
- ✓ Follow the same guidelines for respectful, responsible behavior online that I am expected to follow offline.

I will NOT...

- ✗ Leave the iPad in extreme heat or cold.
- ✗ Store food or drinks in the same backpack compartment as the iPad.
- ✗ Bring the iPad to the cafeteria, playground and/or restrooms.
- ✗ Write on, or place any additional labels or stickers on, the iPad or district-issued case.
- ✗ Lend the iPad to a classmate, friend, or family member.
- ✗ Place the iPad where it may fall or get broken.
- ✗ Sync the iPad with a district or home computer.
- ✗ Upgrade or change the Lock Screen, Device name, Operating System and/or Profile Settings.
- ✗ Attempt to repair a damaged or malfunctioning iPad. **Users shall report any damaged or lost iPads to the Distance Learning Help Desk. Refer to East Lyme Public Schools website homepage.**