**LOS ALISOS MIDDLE SCHOOL**

**TECHNOLOGY PROTOCOL GUIDELINES**

**An exciting part of the learning community at Los Alisos Middle School is the use of technology in the classroom. List below is the protocol for using iPads/technology within my classes:**

* **All students are required to complete the Los Alisos Agenda in writing using a pen/pencil. Students may not use any electronic media to replace the Agenda.**
* **After the Agenda is completed, students must turn off all cell phones and clear apps on the iPad.**
* **iPads will be fully charged for each school day. Students will not be allowed to charge iPad during the school day. Students may also experience a loss of information due to the inability to participate in the daily class instruction.**
* **Students will be responsible for the security of their iPad including, but not limited to loaning out their iPad to other students or leaving their iPads unsupervised.**
* **Students will keep on task/topic during class. Students will travel electronically only to websites that are directed by the teachers.**
* **Teachers /district administrators reserve the right to check activity on the iPad at all times without notice while on the Los Alisos Middle School campus.**
* **Students will not delete or tamper with the configuration of the iPad or its profiles; including “jailbreaking” the iPad, change of name on the iPad, or removal of any self service products.**
* **Students/parents will report damage or loss to the Teacher and make an appointment with Apple Care to repair the problem/s**
* **The iPad is considered a tool to enhance the learning process. It may not be used for recreational use (i.e.: gaming or other apps that may be considered “recreational”) during the school day.**
* **All videos/recordings/pictures must be completed with teacher permission as well as the consent of the subjects involved.**
* **At no time during the school day should personal business or communications (i.e.: messaging/ “Facetiming”/ Skype or social networks) occur on the iPad .**
* **Students will follow all of the guidelines listed above as part of a promise and commitment to the Los Alisos Magnet Program and the iPad 1:1 pilot program.**