

In an effort to ensure the best possible experience for your participation in this program, you are responsible for following these directions and expectations listed below, in addition to any specific usage and care guidelines distributed by your school.

## Receiving a Mobile Device

- Mobile devices will be distributed during the mobile device orientation scheduled by your school.
- **Parents and students must sign and return the Mobile Device Agreement before the mobile device can be issued to the student.**
- **Mobile devices will only be issued to students during designated deployment times and when accompanied by a legal parent/guardian listed in CCSD's student information system.**

## Returning a Mobile Device

- Individual school mobile devices and accessories (charger, cover, etc.) must be returned to the school at the end of each school year.
- Students who graduate early, withdraw, are suspended or expelled, or terminate enrollment for any other reason must return their school mobile devices on the date of termination.
- Depending on the circumstances, a student who fails to return the mobile device may be subject to **criminal prosecution and/or required to** pay the replacement cost of the mobile device. Failure to return the mobile device will result in a report being filed with the Clark County School District Police Department.
- Furthermore, the student who returns a damaged mobile device may be charged a fee for any needed repairs or missing accessories, not to exceed the replacement cost of the mobile device and accessories.

## Mobile Device Use

- Use of the mobile device is subject to the CCSD Acceptable Use Policy related to technology resources (Policy 3990).
- The care of your District mobile device is your responsibility. Do not lend your mobile device to another person. Each mobile device is assigned to an individual student and the responsibility for the care of the mobile device solely rests with that student.
- **Do not alter or remove the District mobile device management software or any pre-installed apps or tools.**
- Never leave the mobile device unattended. When not in your possession, the mobile device should be in a secure, locked environment.
- The mobile device is an electronic device and you must handle it carefully. Never throw or slide the mobile device or a book bag that contains the mobile device. Never place the mobile device in a book bag that contains food, liquids or heavy/sharp objects. Avoid placing weight on the mobile device. Do not shut the cover if anything is lying on the mobile device screen.
- You are responsible for bringing the mobile device fully charged to school every day unless otherwise directed by your teacher. Failure to bring your mobile device or other class materials does not release you from your responsibility for class work. If you repeatedly fail to bring materials to class, including your mobile device, progressive discipline procedures will be followed.
- Personal headphones are not allowed in school. If ear buds are needed, it is your responsibility to provide them.
- The mobile device is the property of Clark County School District and may be collected and inspected at any time. You have no right to privacy for any material on a District mobile device.
- Each mobile device has a unique serial number and asset tag. Do not modify or remove the tag. Do not write on, draw on, or add stickers or labels to the mobile device or its cover. No form of tampering will be tolerated.
- The mobile device has limited electronic storage space. It is your responsibility to regularly archive or backup content.
- If your mobile device is not working or is damaged, report the problem immediately to your teacher or designated site personnel. A limited number of mobile devices will be available for temporary use.
- If your mobile device is lost or stolen at school, report the loss immediately to your teacher and school police. If your mobile device is lost or stolen outside of school, report the loss immediately to the police and obtain a police report.
- You are responsible for using the mobile device according to school and District policies and procedures.
- Do not download copyrighted software, material, or content without permission of the copyright owner.

## Care and Maintenance Use

- Keep liquids away from the mobile device. Do not use cleaners, sprays, alcohol, ammonia, or abrasives on the mobile device. Clean the mobile device with a soft, lint-free cloth.
- While the mobile device is scratch resistant, it will scratch. Do not use any sharp objects on the mobile device or use the mobile device as a flat surface to write on with a pen or pencil.
- Do not expose the mobile device to extremes of hot or cold. Keep your mobile device at room temperature.
- Charge the mobile device battery by connecting to an electrical outlet. Take care in plugging in mobile device accessories and the power cord.
- Always keep the mobile device in the protective cover if applicable.

## Mobile Device Parent Guide

To help your student gain the most from this opportunity to use a mobile device, please follow these guidelines:

- Monitor your student's home use of the Internet with the mobile device. While the Internet will be filtered for inappropriate material when used at school, it will not be filtered while connected to a home or public network.
- Provide a place in an open area of your home, such as the kitchen or family room, where the mobile device will be used.
- Use the Internet with your student to help develop safe surfing habits.
- Frequently ask to see your student's mobile device, and ask how it is being used.
- Look through the apps (programs) installed on the mobile device. Ask your student what each app does.
- Do not hesitate to contact your student's teacher if you have any questions or concerns about the mobile device use.

### Apple iPads Only:

- Do NOT ever connect your iPad to a computer or laptop to sync or charge it. Doing so will cause problems with the iPad management software and may result in data loss and the confiscation of the iPad by District personnel to remedy any issues this may cause.

### Account Information

The information below is provided make you aware of the accounts your student will need in order to operate their mobile device. This information may be subject to change without notice as product enhancements arise.

#### **Google Account Information for Parents and Guardians:**

Students will be provided with a G Suite for Education account (user@nv.ccsd.net). This account is required in order to use a Chromebook; however, it may be used on other computing devices, such as laptops and iPads, as well.

Below are suggested guides to assist parents:

**For information regarding Google's G Suite for Education visit:**

<https://edu.google.com/trust/#what-are-google-apps-for-edu>

**For more information regarding Google's privacy practices specific to G Suite for Education visit:**

[https://gsuite.google.com/terms/education\\_privacy.html](https://gsuite.google.com/terms/education_privacy.html)

**Guide to Google Account Privacy Settings for Students**

<https://www.eff.org/deeplinks/2015/11/guide-google-account-privacy-settings-students>

**Guide to Chromebook Privacy Settings for Students**

<https://www.eff.org/deeplinks/2015/11/guide-chromebook-privacy-settings-students>

A G Suite for Education account may be configured to connect to Google's Chrome Web Store. The Chrome Web Store allows the download of apps, movies, TV shows, music, books, and newsstand media. Some of this is free, and some must be purchased. Teachers will only request that students download free music, apps, or other resources as part of classroom activities and homework. **Students will never be asked to pay for music, apps, or other resources to be used in class.**

**We suggest:**

1. Parents/Student **not provide** credit card information for the Chrome Web Store.
2. Parents monitor what your student downloads from the Chrome Web Store, and ask your student how he or she is using the different apps.

#### **Apple ID Information for Parents and Guardians**

In order to use the iPad, use Find My iPhone, and connect to the iTunes Store and the App Store, a student must create a login, called an Apple ID. The student must be at least 13 years old or use an account set up at the request of a school. This is the information from Apple:

*"You must be age 13 (or equivalent minimum age in your Home Country, as set forth in the registration process) to create an Apple ID and use our Services. Apple IDs for persons under this age can be created by a parent or legal guardian using Family Sharing or by an approved educational institution."*

More information can be found at <https://www.apple.com/legal/internet-services/itunes/us/terms.html>.

An Apple iPad can connect to Apple's iTunes Store and App Store. The iTunes Store allows the download of music and lesson podcasts. The App Store allows the download of applications that run on the iPad. Some music, podcasts, and apps are free, and some must be purchased. Teachers will only request that students download free music, podcasts, apps, or other resources as part of classroom activities and homework. **Students will never be asked to pay for music, podcasts, apps, or other resources to be used in class.**

**Personal apps and music that are purchased by students belong to your student and do not become the property of the District when the iPad is returned. The District is not responsible for and cannot archive or replace personal apps or music downloaded onto the iPad.**

**We suggest:**

1. Parents/Student **not provide** credit card for the Apple ID. Instructions will be provided on how to set up an Apple ID without a credit card.
2. Parents monitor what your student downloads from iTunes and the App Store, and ask your student how he or she is using the different apps.