1. **Compliance Commitment**

   By signing the enrollment contract, parents commit to the following,
   "I understand that in signing this Contract for the coming year, I am agreeing to accept the rules and regulations of Harding Academy as stated in any applicable school handbook…."
   This is one of those handbooks.

2. **Technical Support**

   There are three ways to contact technical support.

   2.1. Send email to support@hardingacademymemphis.org.

   This account is monitored during the school day and in the evenings during hours when it can reasonably be expected that students will be doing homework. It is **not** monitored during breaks and school holidays.

   2.2. Call 901-312-2838.

   2.3. Visit the help desk in the technology office between the hours of 7:30 A.M. and 3:30 P.M., Monday through Friday.
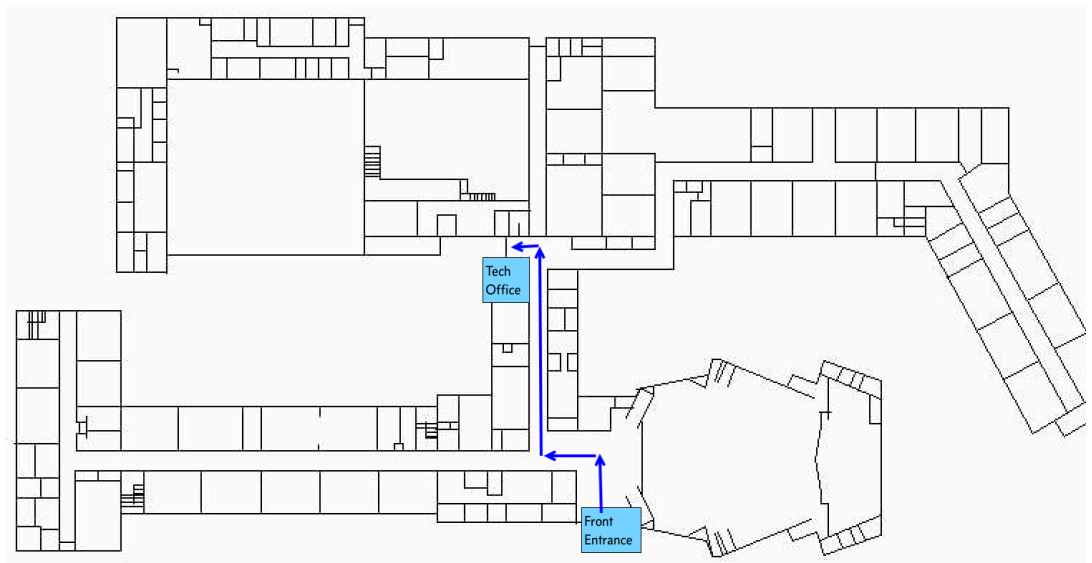
3. **Administration, policy, and projects**

   For questions regarding administration, policy, and projects (but not tech support), email pinkerton.doug@hardingacademymemphis.org.

4. Lost and found

    4.1. Found iPads should be brought to the technology office.

    4.2. To encourage responsibility, a student who leaves an iPad unattended will be charged with a Level 1 discipline infraction. See the student handbook for details about discipline policy.

5. Website and mass communications

If the website is offline, or if you have some other technical issue with it, contact support (section 2 above). If your concern pertains to the appearance or content of the website, contact the communications department.

- communications@hardingacademymemphis.org
- 901-312–2846

6. Wireless networks

    6.1. Available networks

        ▼ *Harding*

- Student and employee iPads will connect to this network.
- Students in grades 6-12 are also permitted to connect personal devices to this network.

        ▼ *Harding Guest*

- The *Harding Guest* network is provided for parents and visitors. The passcode is `HardingBlue`. This network is subject to the same monitoring and filtering as the student network. Guests who use the network are required to abide by this policy.

7. **Policy enforcement and discipline**

   Although the technology staff are involved in the detection and documentation of policy violations, they are not the primary disciplinarians.

   7.1. To report a discipline incident involving technology, contact the appropriate disciplinarian.

   - ▼ Lower School: Lori Underwood
     - underwood.lori@hardingacademymemphis.org
     - 901-767-5344
   - ▼ Middle School: Corey Cunningham
     - cunningham.corey@hardingacademymemphis.org
     - 901-767-4463
   - ▼ Upper School : Ashley Lipe
     - lipe.ashley@hardingacademymemphis.org
     - 901-767-4462

   7.2. To report a general pattern of technology abuse or a technology security issue, contact the technology director.

   - pinkerton.doug@hardingacademymemphis.org
   - 901-312-2833

   7.3. Every employee has the authority to confiscate an iPad and escort a student to the appropriate disciplinarian if the student is in violation of policy.

8. **Rules and principles in Harding policy**

   A policy that attempted to address every conceivable circumstance would be too long to be usable, and is not what Harding intends by providing policies. As we mature in discipleship, we need to develop Christ-centered attitudes toward technology, so that we can act to God's glory in situations for which there are no explicit rules. This document does contain a number of rules. At one level, these can be seen simply as regulation of behavior. Harding hopes, however, that they will be more than that. They are intended to provide guidance as well as regulation. For example, pornography is prohibited. Yes, those caught breaking that rule will suffer disciplinary consequences. But our greater

hope is that students (and adults) will grow in sanctification to the point where they understand why pornography is wrong, and the rule against it becomes redundant.

The specific consequences for breaking a technology rule are not defined in this handbook. Like all other discipline issues, violations involving technology are referred to the appropriate disciplinarian, who will impose disciplinary consequences as explained in the student handbook.

In short, we seek for everyone to live consistently with the spirit of the policy (and the Spirit of God), even if the policy contains no explicit rule addressing the immediate situation. All Harding policies (see the student handbook) are guided by five questions.

- Does it honor God?
- Does it exhibit love of neighbor?
- Does it maintain safety?
- Does it enhance learning?
- Does it promote Harding Academy?

When you are using technology, and encounter a situation not addressed by policy, ask those five questions. If the answer to any question is "No," then you should consider that behavior forbidden. More to the point, you should consider it a bad idea even if it were not forbidden.

9. **Harding policies and student freedom**

Most of Harding's policies and procedures are implemented for the protection of the students. Some (web content filtering, inspection of device content, observation of online activity) are intrusive. The Harding administration agrees that these practices are objectionable when applied to adults using personally-owned equipment, and recognizes that students must eventually function in a world of unfiltered web access and total personal accountability. During the time that they are at Harding, however, they are still growing. Even upper school students are still biologically incapable of adult-level risk assessment. They need to be protected from themselves. Harding makes an effort to give students increasing freedom as they mature. Given that we are dealing with so many students, however, it is inevitable that some will not yet be mature enough to handle the freedom given to them, while others will chafe under restrictions that they no longer

need. We ask parents to be involved in this process, to give their students additional supervision or patient perspective as needed.

10. **Content filtering**

All student and guest content on all Harding networks is filtered. All student content on Harding-owned iPads is filtered, even when connected to non-Harding networks. For example, if a student is using a Harding iPad in a coffee shop, the content is still filtered. Unfortunately, filtering is never entirely reliable. Inappropriate content sometimes gets past the filter. Worse still, techniques for defeating filters are published online. Students who are determined to access blocked content often succeed. We detect many attempts, but cannot detect all.

On the other hand, the filter sometimes blocks legitimate content. Whenever the filter blocks something, it presents a window that allows the user to request that the content be unblocked. The request is then reviewed, and the site is unblocked if appropriate. Sometimes content is blocked for some groups and not for others.

No effort on the part of Harding Academy will make a difference if students are permitted unsupervised web access on personal devices that are not under Harding control. Harding strongly recommends that parents not allow their children to have unfiltered, unsupervised, web-enabled devices.

11. **Privacy**

11.1. Monitoring of user traffic

Harding may monitor all technologies provided by Harding, and may also monitor the traffic of privately owned-devices that use the Harding network. This will typically be done without the user's knowledge. No one using Harding technology or the Harding network should have any expectation of privacy.

11.2. Confiscation and examination of devices
Any device provided by Harding Academy is owned by Harding Academy and can be inspected by an administrator or faculty member at that person's discretion. The technology department may inspect any Harding-owned device at any time. Deep inspection may involve consultation with third-party specialists.

11.3. Data mining

Although Harding monitors student behavior for the reasons noted above, the Harding administration is concerned about the erosion of student privacy for the purpose of profit, and wishes to make students and parents aware of the problem. Unfortunately, protection of student privacy is not entirely under our control. The apps on student iPads are governed by the different privacy policies of the various developers. An increasing number of our services are provided by third parties, whose behavior is governed by their respective privacy policies.

11.4. School consent on behalf of parents

Under federal law, some services must provide parental notification and obtain parental consent before collecting personal information from children under the age of thirteen. The law permits schools to consent on behalf of the parents, thereby eliminating the need for each individual parent to provide consent to each individual service provider. By signing the Harding Academy annual enrollment contract, parents give approval for Harding to act on their behalf.

12. Student safety

During the course of traffic monitoring, the technology staff may become aware of potential threats to student safety, including (but not limited to) self-harm, harm of others, being harmed by others, and high-risk behavior. The technology staff will report the traffic to the appropriate responders, usually the principal and the counseling office. These responders will take whatever action is in the student's best interests, including notification of police or other authorities if indicated.

▼ 13. Moral policies

Most moral policies are covered in the student handbook. The fact that technology is involved in an infraction is usually incidental. For example, pornography is prohibited whether it is in the form of a website or a paper magazine. The following are a few moral issues raised by the presence of technology.

13.1. Theft is, of course, prohibited. But theft includes not only the stealing of physical objects, but also the duplication of written content, software, audio, video, or other copyrighted material without permission from the owner.

13.2. Cheating is prohibited, but now includes more than copying homework or looking at another student's test paper. Cheating includes any collaboration or data access that is not permitted by the teacher for the assignment in question.

13.3. Any attempt to circumvent the policies in this handbook, or to avoid detection of policy violation is prohibited.

14. Recording

Recording includes video, audio, or still images. Recording in public spaces is legal and increasingly accepted in our culture. As a result, some people assume that they have the right to record whenever they wish. In spite of the fact that Harding is a big place with many people, Harding is not a public space. Students do **not** have the right to record here unless given permission to do so.

14.1. Recording is **permitted**:

- In contexts that are clearly intended to be public or semi-public, such as sporting events and pep rallies.
- At large, celebratory school events, such as homecoming.

14.2. Recording is **prohibited**:

- In restrooms or locker rooms, and may result not only in disciplinary action, but also criminal charges.
- At plays and concerts.
- In chapel, unless the chapel leader specifically permits it.
- In class, unless the teacher specifically permits it.
- In an athletic practice, workout, or coaching session, unless the coach specifically permits it.
- In any small group meeting, unless the adult leading that group specifically permits it. If the group is comprised of students without an adult leader, recording is prohibited unless every person in the group agrees to it.

- When involving any person who has made it clear that he or she does not wish to be recorded.
- When done without the knowledge of those being recorded.

15. **Wearable devices** (including devices in or attached to purses, bags, or backpacks)

   15.1. Smart watches and similar devices are permitted within the limits of the rest of this and other Harding policies. (For example, they may not be used to record without permission or to cheat.) Harding employees may require students to remove their watches in contexts where they pose a problem (for example, during tests).

   15.2. Wearable cameras are prohibited, whether attached to clothing, purses, or backpacks; or embedded in clothing, or incorporated into glasses or other accessories. Such devices will be confiscated.

   15.3. Any device designed or used for surreptitious recording is prohibited and will be confiscated.

   15.4. Confiscated devices will not be returned to the student, but only to a parent or guardian.

16. **Social Media**

   16.1. **Social media are not free.** They are funded by selling information about their users, which includes more than simply the information that their users post. Social media build detailed profiles of their users, including their web searches, browsing habits, purchasing habits, friends, families, sexual interests, races, eating habits, political opinions, religious beliefs, speech patterns, fitness levels, physical appearances, and other traits. The business model of social media *requires* them to collect as much information about their members as possible, and to use it to their own advantage, or sell it to third parties. No matter how much rhetoric they generate about their respect for privacy, their underlying business model *requires* them to use and sell your information.

   16.2. Posting to a social network or other publicly accessible service is international publication. It is no different in principle from publishing a book or making a statement on CNN. Social networks can change their policies, with the result that content previously available only to a restricted group can become public.

Therefore, **everything posted to a social network or to any other website should be regarded as totally and permanently public.** Although social apps are less publicly accessible than web-based social media, the companies still build profiles of their users, sell their information to third parties, and are capable of policy changes that may cause user content to be distributed in ways that the users did not intend. Services that allow users to send images that "self destruct" after a few seconds cannot prevent recipients from taking screen shots, and distributing the content in ways that senders did not intend.

16.3. Because students have been warned that everything they post is public or potentially public, they may be held accountable for what they post even if it gets distributed in a manner that they did not intend.

16.4. Students are responsible for content that they help disseminate, even if that content did not originate with them. Students who share or promote inappropriate content may be held accountable.

16.5. Students may be held accountable for online behavior, even if it occurs off-campus and with non-Harding devices. See the student handbook for details on discipline policy.

16.6. Publication of false or misleading content that does harm to a person, a group, or an organization is a crime. Not only does Harding have the right to take disciplinary action, but victims may also have the right to seek criminal or civil penalties.

16.7. Posting hurtful content about another person or group is not excused because the person posting it intended for it to be funny. The fact that "they can't take a joke" will not change the consequences.

17. Personally-owned devices

17.1. General policy

17.1.1. Responsibility for personally-owned devices lies entirely with the owner. Harding is not responsible for damage, loss, or theft of personally-owned devices.

17.1.2. Students are expected to use personally-owned devices in a manner that complies with Harding policy.

17.1.3. Personal devices may not be used in class without permission from the teacher.

17.1.4. If the Harding administration suspects that a personally-owned device is being used for illegal activity, that device will be confiscated and given to the police.

17.2. Lower School policy

17.2.1. Student cell phones must be put away and not be turned on during the school day. Their use is limited to contacting parents before or after school.

17.2.2. Use of camera and game functions is prohibited on campus. If this policy is violated, the phone will be taken away, and the parent must come to school to claim it.

17.2.3. Other personal technology devices must not be brought to school unless approved by the principal.

17.3. Middle and Upper School policy

17.3.1. Middle and upper school students are permitted to use personally-owned devices (cell phones, non-school tablets, and computers) at school in a manner that is consistent with the rest of this policy, and with the understanding that, if abused, such devices may be confiscated.

17.3.2. If a student's phone is confiscated for use at inappropriate times, the student must go to the appropriate principal's office to retrieve it at the end of the school day. Parents will be notified by email regarding every infraction.

17.3.3. If a student's phone is confiscated for significant violation of the Code of Conduct, the parent must go to the appropriate principal's office to retrieve it.

18. Email accounts

18.1. Each student in grades 6–12 is given a Harding Academy email account. These accounts are provided to streamline communication between students and teachers. Students may use these accounts for non-school communication but are expected to do so in a manner consistent with the principles and policies

of Harding Academy. The Harding administration may at any time suspend accounts and examine the messages generated by them. Student email accounts are terminated when students withdraw or are dismissed from Harding, or on September 1 of the year in which they graduate.

18.2. Address patterns

Preferred name is the name by which the person is commonly called. If a person is named William and is usually called Bill, then his preferred name is Bill. If he actually goes by William, then his preferred name is William.

- Student: lastname.preferredname@hardinglions.net (for example, doe.john@hardinglions.net)

- ▼ Employee email accounts work with either of the two patterns below.

    - lastname.preferredname@hardingacademymemphis.org

    - lastname.preferredname@hardinglions.org

        Note that hardinglions.org is an alias that redirects to hardingacademymemphis.org. If you have problems with it, use @hardingacademymemphis.org.

19. Staying informed

Almost all of the information that parents and students need to keep in touch with *anything* going on at Harding can be found at one of these services.

19.1. Harding website <www.hardingacademymemphis.org>.

The Harding website is the place to start. Whether you're a first-time visitor or a long-time member of the Harding community, most of the information that you need can be found here.

19.2. FACTS SIS [available from a link on the Harding website]

FACTS SIS is Harding's *student information system* (SIS). It is used to manage admissions, enrollment, scheduling, attendance, discipline, grades, and more.

19.3. Canvas [available from a link on the Harding website]

Canvas is Harding's *learning management system* (LMS). An LMS is a web-enabled database used to streamline communication among teachers, students, and parents, and to coordinate assignments and workflow between teachers and students. Assignments can be posted, stored, and tracked.

Although some grades can be monitored in Canvas, this is not a substitute for FACTS SIS, which contains the official school record.

19.4. FACTS Financial [available from a link on the Harding website]

FACTS Financial is Harding's online tuition billing system. Parents can access and manage their tuition billing accounts.

20. iPads

20.1. iPad distribution

20.1.1. Each 3-year-old and JK classroom is equipped with four iPads. Each classroom from SK through 5th grade is equipped with enough iPads to maintain a device:student ratio of 1:3. Each student in grades 06–12 is assigned a 9th Generation iPad, providing a 1:1 ratio. iPads for sixth graders are stored on campus overnight. Grades 07-12 take their iPads home. As seniors graduate, their iPads are given to the rising sixth-graders.

20.1.2. The iPads are not given directly to the students, but to the parents. This is done for three reasons.

- It gives the technology staff an opportunity to meet the parents and make sure that the parents are aware of this handbook. Good communication reduces the risk that parents will be surprised or angry when Harding follows the policy and, for example, charges a fee for a broken iPad, or confiscates a device that is being used inappropriately.

- It is important for the parents to see the condition of the iPads when they are given to the students, so that if the iPads are later damaged, the parents know that they were in good condition when the students received them.

- This practice communicates to the students the fact that Harding is in partnership with the parents, and that the parents have not only the right, but the responsibility to be involved with their students' technology.

20.2. Annual iPad maintenance

Sometimes, emerging developments require the technology department to collect the iPads for maintenance or reconfiguration. Specifics of the annual maintenance will vary from year to year, but students and parents need to anticipate the possibility that the iPads may not be available during part of the summer.

20.3. App restrictions

Some students lack the self-discipline to refrain from playing games during class and late into the night. To address this problem, and to encourage the use of the iPads exclusively for academic purposes, we have established the following configuration and policy.

20.3.1. Students are not permitted to install any apps that do not appear on the *Approved Apps List*.

20.3.2. Once an app has been installed, the student will not be able to delete it without contacting the tech office. The tech staff can see remotely whether unapproved apps are installed.

20.3.3. Middle school students may request that apps be added to the *Approved Apps List* by sending a request to Mr. Cunningham.

20.3.4. Upper school students may request that apps be added to the *Approved Apps List* by sending a request to Mrs. Lipe.

20.3.5. Violation of this policy is a Level 1 offense (as explained in the student handbook).

20.4. Apple ID procedure

20.4.1. Harding will provide Apple IDs for all students in grades 6-12. These accounts provide 200 GB of iCloud storage for each student.

20.4.2. Students who need to download additional apps (from the approved apps list) will need to use personal Apple IDs for the iTunes and App store. Harding recommends strongly that students' personal Apple IDs not be associated with credit cards. When the students graduate and take responsibility for their own finances, they can add cards to their personal Apple IDs.

20.5. iPad case use

20.5.1. All Harding iPads are required to be in Harding-approved cases at all times. Students are not permitted to remove their iPads from their cases, swap cases with other students, or put their iPads in other cases.

20.5.2. When not in use, the iPad is to be enclosed fully in the required case. Removing the iPad from the case is a Level 1 infraction. See the student handbook for details about the discipline policy.

20.5.3. Be aware of the fragility of the iPad and act accordingly. No case offers total protection against breakage.

20.6. iPad security requirements

20.6.1. Under no circumstances are students permitted to tell other students their passcodes.

20.6.2. Students may not allow other people to use their iPads.

20.6.3. Students may not transfer responsibility for their iPads to other people (e.g., "Watch my iPad for me"). If an iPad is damaged, lost, or stolen while in another person's possession, it is still the responsibility of the student to whom the iPad is assigned.

20.6.4. Students are required to have lock screen passcodes on their iPads. These codes should be known only by the students, their parents, and by Harding staff upon request.

20.6.5. Students are required to secure their iPads at all times. While on campus, the iPad must be either in the student's immediate possession, or in a locked enclosure to which only the student and Harding employees have access. Generally, this means that the iPad must be in the student's hands, in a backpack within immediate reach of the student, or in the student's locker (which must be locked). It is not acceptable for the iPad to be left in an unsupervised backpack, an unlocked locker, or any space that cannot be secured. The only exception to this is a situation when the iPads are left in a classroom while the class is out of the room, if the teacher gives permission and locks the door.

20.6.6. Off campus, the iPad must be in the student's immediate possession, out of sight in a locked vehicle, or in the student's home.

20.6.7. If a student breaks another student's iPad, and there are witnesses to the event, or the person who broke the iPad confesses to breaking it, then the cost of repairing the iPad will fall to the student who broke it.

20.6.8. If a student accuses another student of breaking his iPad, and the other student denies it, and there are no witnesses, then the cost of repairing or replacing the iPad remains the responsibility of the student to whom the iPad is assigned.

20.6.9. Anyone who breaks an iPad intentionally will be subject to disciplinary consequences, and will also be required to pay the full cost of repair or replacement.

20.7. iPad inspections

Although some students are reluctant to report it when they break their iPads, it is to their advantage to report breaks as soon as they happen, so that the students will be without their iPads the minimum amount of time, and if necessary have more time to gather the money for the fine before exams. If they wait until the technology staff discover the break, it creates more pressure for them. And the technology staff **will** discover the break. iPads are inspected twice per year.

- During the second week of the second quarter
- One month before the end of the school year

20.8. iPad Protection Plan

Among the services provided by the technology fee is the *iPad Protection Plan*, which provides coverage for defect, damage, or loss. This coverage is not optional, but is included in the technology fee paid by each student. To encourage students to behave responsibly, there is an escalating service fee applied to each claim. There are also some circumstances in which damage is not covered by this plan.

20.8.1. Defect

A *defect* is a malfunction caused by faulty design or workmanship, which is not the fault of the student. That a malfunction is a defect will be determined by the technology department or Apple. If a malfunction is a defect, the iPad will be repaired or replaced at no cost to the student.

20.8.2. Repair

When an iPad needs to be repaired because of damage that is not the result of a defect, the student will be required to pay a repair fee. **The fee for the first repair will be $50. The fee for any subsequent repairs will be the full cost of the repair.**

20.8.3. Replacement

- An iPad will be replaced when it is damaged too severely to be repaired, or when it is **missing for any reason**. Whether the damage is severe enough to warrant replacement will be determined by the technology department or by Apple. **The service fee for a replacement is $100 for the first replacement, and full replacement cost for each subsequent replacement.**

20.8.4. Claims not covered

- If evidence indicates that the loss or damage to the iPad was intentional, the claim will not be covered by this plan. The school will repair or replace the iPad, but the student will pay the full cost of repair or replacement, including any missing peripherals (case, cable, charger). In addition to the financial responsibility, the student will be subject to disciplinary consequences.

- If the iPad was not in the school-provided case when the damage occurred, the claim will not be covered by this plan. The school will repair or replace the iPad, but the student will pay the full cost of repair or replacement.

- Cables and chargers are not covered by this plan. Students must pay full replacement cost.

20.9. Lost and stolen iPads

20.9.1. Lost iPads

When a student has lost an iPad, the student should go back to the last point where the student recalls having the iPad. If that does not work, the student should immediately come to the technology office and report the iPad missing. If the loss happens after hours, the student should email support@hardingacademymemphis.org immediately. The tech staff will use our mobile device management system to attempt to track the iPad. If the iPad is turned off or in a place where there is no network signal, this approach may not work immediately. In that event, the student will be told to return to class, and to continue looking between classes and after school. Although iPad theft has occurred at Harding, it is rare. The vast majority of missing iPads are lost, not stolen. It has been our experience that the majority of missing iPads turn up within two days.

20.9.2. Stolen iPads

20.9.2.1 If the student is away from campus when the student's iPad is forcibly taken, the student should call the police as soon as safely possible and report a robbery. Never try to fight a robber, especially if he is armed. Give him the iPad.

20.9.2.2 If the student is on campus and the student's iPad is forcibly taken by another student, the victim should report it to an adult immediately. The Harding administration will take appropriate action.

20.9.2.3 A theft (rather than a robbery) occurs when an iPad is stolen without violence or the threat of violence. If the theft was witnessed, or if the iPad fails to turn up within two days, and either the student or the Harding

administration is convinced that it was truly stolen rather than lost, then a police report must be filed. If the theft occurred off-campus, then the student and parents should file the police report, and give the police report number to the tech office. If the theft occurred on-campus, then Harding will file the police report. The police will open an investigation, and Harding will replace the student's iPad.

20.9.2.4   Note that **the fee for a missing iPad is still charged even if the iPad was stolen.** This is analogous to the deductible on an insurance policy. Even when the policy holder is in no way responsible for the theft, the deductible must be paid before the insurance company will replace the stolen item. Harding must still bear the cost of replacing the iPad, and the parent must still pay the fee.

20.10. Academic consequences

The iPad is an integral part of the learning environment at Harding. A student without an iPad, or without information that was stored exclusively on the iPad and not backed up, is at an academic disadvantage, and will likely earn lower grades as a result. Although Harding is usually able to repair or replace an iPad within twenty-four hours, circumstances sometimes make that impossible. Harding does not guarantee a specific replacement time. This is another reason that students need to be careful with their iPads, and back up their data scrupulously.

20.11. Fee collection

Harding understands that sending a child to a private school is expensive. We have no desire to be mercenary in the collection of the fees associated with the loss or breakage of iPads and their components. Harding does, however, have to pay for these devices. There comes a point when allowing some

students' obligations to go unpaid becomes unfair to the other enrolled families, whose tuition and fees pay for these services. Harding will notify parents (typically by email) whenever an iPad is broken or lost, and inform the parents of the amount of the fee. Prompt payment is appreciated. If it is not possible for the parents to pay the full amount at one time, they are asked to propose a plan for paying over time. A measure of leeway will be granted and additional email notifications sent until the end of the semester approaches. If at the end of the semester the fees have not been paid, students will not be permitted to take exams, and will not be permitted to proceed toward completion of the school year or graduation until the fees are paid.

21. Frequently asked questions

21.1. *How do I get technical support?*

See section 2 of this document.

21.2. *What are you doing to protect students from dangerous content?*

See sections 10 and 11 of this document.

21.3. *May I use my own device instead of a Harding iPad, if my device meets school specifications?*

For a variety of reasons from legality to device management, the student must use the school-provided device.

21.4. *May our family opt out of this program?*

No. iPads are not a supplement to education at Harding. The iPads are an integral part of Harding's instruction. Students will be at an academic disadvantage without iPads.

21.5. *Can siblings share an iPad so that the family doesn't have to pay the technology fee for both students?*

Every student will need an iPad in most classes. There is no way for students to share iPads in this context.

21.6. Will the parents own the iPads at the end of the lease?

Parents pay a technology fee each year which, over the lifetime of an iPad, amounts to more than the cost of an iPad. Why, then, do they not own the iPad at the end of that period? The reason is that the cost of the iPad is only a portion of the total expense of providing iPads in an educational context. Consider the following items, which are included in the technology fee.

1. *Case:* Each iPad will come with a protective case suitable for the rigors of student use. Harding's bulk purchasing capability enables us to buy at a discount not available to parents on their own.

2. *Protection Plan:* What happens if the student loses the iPad, runs over it with his car, or drops it in the bathtub? The technology fee includes the *Harding iPad Protection Plan* (section 20.8).

3. *Technical Support:* Harding maintains a technology staff and outsourcing relationships in order to keep the iPads in working order.

4. *Wi-Fi:* Much of the iPad's value as an educational tool comes from access to a wireless network. Harding provides this at a cost of several thousand dollars per month.

5. *Content Filtering:* No filter provides complete protection. But at Harding we make a determined effort. Harding employs a filtering technology that will cover the iPads even when they are on networks other than Harding's.

6. *Mobile Device Management:* MDM is a database that allows us to track iPad inventory, status, and assignment, and allows us to push configurations and apps to all or selected groups of devices. This capability is essential for any large-scale 1:1 implementation, and costs several thousand dollars per year.

21.7.   Can students buy their iPads at the end of the lease?

Yes.

21.8.   May students personalize their iPads?

Although students are encouraged to personalize their cases to make them easily identifiable, they are not permitted to modify the iPads. (And they are not permitted to modify the cases in a manner that compromises protection of the iPad.)

21.9.   What happens during the summer?

It varies. Sometimes students keep their iPads through the summer. Other times, it is necessary to collect them for maintenance. If parents wish it, Harding will store the iPad over the summer.

21.10.   When a student graduates or leaves, who owns the apps?

Apps purchased by the student on his own Apple ID are owned by the student. Apps purchased by the school and distributed via Harding's mobile device management system are owned by the school, are retained by the school after the student finishes the course, and are then redistributed, much like traditional textbooks.

21.11. How do students print from their iPads?

They don't. One of the objectives of the iPad is to make all documents digital. Teachers and administrators at each grade level have developed methods to exchange documents digitally. When something absolutely must be printed, it can be saved to the cloud, where it can be accessed and printed from a computer. Each teacher has a computer. There is a computer in the upper school office. There are also computers in the computer labs.

21.12. What if a student does not have wireless access at home?

That is admittedly a disadvantage. The student is welcome to come early or stay late to use the wireless at Harding.

21.13. Does the school provide loaner iPads, should students forget and leave theirs at home?
No.