



Dear Harding Upper School Parents and Students,

I hope you are having a pleasant, enjoyable summer. Before long, you'll receive notification that the back-to-school packet has been posted on the Harding website, and we'll all wonder what happened to summer!

I need to make sure that all of you, both students and parents, are tuned in to a new policy for iPads. Whereas last year students could download games and any other apps they chose, this year only authorized apps will be allowed. The list of authorized apps can be found here: <http://tinyurl.com/nnf4pj5>.

This list of apps will grow during the year as teachers and students request additions. We have a process for students to request the authorization of apps.

Students who download unauthorized apps will not be able to delete them. Our technology office will regularly run a report of unauthorized app downloads. When a student is in violation of the policy (whether in summer or school year), screen shots will be taken, and the following consequences will apply:

**First violation** - Student will be called to the office and given a warning. Parents will be notified of the violation and reminded of the policy and consequences. The iPad will be sent to the technology office for deletion of the app(s).

**Second violation** - Student will be called to the office. A \$25 fine will be levied. Parents will be notified of the violation and fine and reminded of the policy and consequences. The iPad will be sent to the technology office for deletion of the app(s).

**Third violation** - Student will be called to the office. A \$50 fine will be levied. Parents will be called, notified of the violation and fine, and scheduled for a required meeting. The iPad will be sent to the technology office for deletion of the app(s).

**Fourth violation** - Student will be called to the office. A \$75 fine will be levied, and the student will be assigned in-school suspension (ISS). Parents will be called, notified of the violation and fine, and scheduled for a required meeting. The iPad will be sent to the technology office for deletion of the app(s).

**Fifth violation** - Student will be called to the office. A \$100 fine will be levied, and the student will be assigned out-of-school suspension (OSS). Parents will be called, notified of the violation and fine, and scheduled for a required meeting. The iPad will be sent to the technology office for deletion of the app(s).

**Sixth violation** - Expulsion will be considered.

I am sure you can see from these consequences that we are serious about students' following this policy. This policy was clearly stated in the material distributed with the iPads this summer, and it is also in the [Technology Handbook](#), a copy of which all parents were emailed before distribution. I am attaching the handbook again with this message.

To summarize-

- The only apps you are permitted to have on the school iPad are those on the authorized list.
- If you download an unauthorized app, you will be unable to delete it; and the technology office will regularly run a report that will detect unauthorized apps on your iPad.
- If an unauthorized app is on your iPad, the progression of consequences (above) will be implemented.
- The progression of consequences begins now (during the summer), not when school begins.
- If you have questions, please do not hesitate to ask. [semore.melanie@hardinglions.org](mailto:semore.melanie@hardinglions.org)