Device Care Policies
for Students

Students use technology at St. Vincent Ferrer for educational activities. Laptops and desktops are made available to students through the use of State of Ohio auxiliary funds. As such, they are the property of the State of Ohio. Normal wear and tear of the hardware is expected as part of the devices' 4-6 year life expectancy. Abnormal wear and tear caused by student misuse shortens the life expectancy and detracts from the academic experience.

Students are expected to acquire and exhibit responsible device care habits as this prepares them for them for 1-1 device settings that they will experience in high school. This document describes expectations associated with student care and use of St. Vincent Ferrer technology devices.

Care Guidelines:

1. Devices will be used during the school day and under supervision by a staff member.

2. At the end of each mobile device use, students will

    a. sign out of the device,
    b. wait for lock screen and close lid,
    c. return it to the charging cart into the appropriate slot and
    d. connect the charger.

3. Labels or tags on devices should not be removed or altered.

4. Do not place food or drink near devices.

5. When transporting a device (outside of the cart):

    a. Lids should be closed
    b. Device carried carefully with two hands
    c. Walk when carrying the device (no running, jumping, etc.)

6. Do not lean or put pressure or heavy items on the device, either the keyboard or the screen.

7. When using a mobile device:

    a. Open lid using even pressure from side or top-center of lid

    b. Use fingers or approved stylus on touchscreens
    c. Do not poke or scratch the screen with anything that might damage the screen surface.

Consequences associated for repeated or flagrant abuse of technology may result in the student (or their families) responsible for the cost of repair or replacement of a device.

Use Guidelines

1. Students do not listen to audio or watch video unless it is for a class assignment or they have been given permission from teacher.
2. Acceptable Use of Technology guidelines for moral, ethical and responsible technology as signed by parent and student are understood to be in effect at all times while using school devices.

Consequences associated with misuse of technology are listed in the Acceptable Use of Technology document.