

**BCHS iPad Distribution August 2019. Please follow these instructions carefully:**

DO plug in the iPad and fully charge it before beginning to use it. Use only the charger and cable provided with the iPad.

DON'T bring your iPad to All School Retreat.

DO password protect your iPad. Write the password down in the event you forget it.

DO allow your parents to set restrictions as appropriate for your family.

DON'T plug your iPad into any computer. WARNING: if you attempt to sync your iPad with a computer it will erase all the apps that the school has paid for and placed on the iPad.

DON'T change the name of your iPad. It has a specific name that will help us locate the iPad in the event that you misplace it.

DO set up iCloud so all your files are backed up on the Cloud. This allows you to recover all your data in the event that the iPad is lost, stolen or broken. Use your Apple ID and password – the same one you use for the iTunes store. Make sure to turn on the "Find My iPad" switch when you set up your iCloud account on the iPad.

DO place your iPad securely in the provided Otterbox case. You may decorate your case as long as it is removable and does not obscure our ability to read the identification sticker on the back. Please note that **no case alone is sufficient to protect the iPad from breakage**. It must be handled with care at all times. Don't toss your backpack with your iPad in it. Don't cram the iPad tightly into your backpack. Excessive pressure can crack the glass.

DON'T attempt to remove, deface or modify the identification sticker on the back of the iPad.

NOTE: Any material you place on the iPad is subject to Berean standards and you may be asked to remove any inappropriate material. When you are in the classroom, the teacher has the right to limit what you do on the iPad. Playing games, messaging, taking photos, etc., without teacher permission is not allowed and strictly enforced. iPad use violations can lead to demerits, loss of privilege and removal of apps and music.

EACH STUDENT IS REQUIRED TO HAVE THEIR OWN ITUNES ACCOUNT/ APPLE ID. You may not share an Apple ID with your parents or siblings. Do create an iTunes account if do not already have one. If you have an iTunes account you already have an AppleID. You can create a new AppleID by using the App Store icon. Attempt to buy a free app. A dialog box will open asking for your AppleID or giving you the choice of creating a new one. Follow the instructions to create a new account. If you do not plan on purchasing apps for yourself and only using free apps, you can choose your payment method as "None". This will set up your account without being tied to a credit card and will allow you to download only free apps. Otherwise you can give credit card information that will be used to charge your account if you buy apps that cost money.

DO set up your school gmail account and set up your iPad to access that account. Each student is required to have a gmail in this format: [lastnamefirstname.bchs@gmail.com](mailto:lastnamefirstname.bchs@gmail.com) No deviations from this format will be allowed. This is necessary in order for teachers to share information on Google Drive with you.

NOTE: Any apps that the school puts on the iPad are owned by the school and should not be deleted from the iPad. Please leave at least 10GB of storage available for school related needs.

SPECIAL NOTE: If an iPad is broken, the student will receive a temporary loaner while the unit is repaired. The amount of the repair is added to the student's account. The iPad is school property and must be repaired by our service facility. Any attempt to independently repair the iPad will result in the student paying full price for the iPad replacement, the student will then keep the repaired unit, and a new one will be issued.