VILLA M MARIA

TECHNOLOGY USE POLICY FOR STUDENTS
2024-2025

iPad 1:1 Program

As part of our Educational Program at Villa Maria, students are required to have an Apple iPad configured for educational use and available daily. Listed below are the guiding principles behind Villa Maria's 1:1 Program.

- iPads intended for educational use must be registered on the school's mobile device management server, Mosyle Manager, and be in supervised mode.
  - Students must be logged into the Mosyle Manager application at all times.

- Students must ensure that their iPad is properly configured and available for use daily.
  - iPads must be regularly updated to ensure compatibility with campus resources.
  - iPads must be fully charged each morning.
  - iPads must be kept in a protective case.

- iPad use at Villa Maria must be limited to educational activities.
  - iPad use is allowed almost everywhere on campus with the exception of hallways, washrooms, and the gym changing rooms.
  - iPad usage in the classroom:
    i. iPad use in the classroom is ultimately controlled by the teacher.
    ii. Teachers using Apple Classroom may lock, unlock, launch apps, lessons or activities and monitor students' on-screen activities.
    iii. In the classroom, students may only use their iPad when instructed to do so.
    iv. Unauthorized use of the iPad in the classroom may result in demerit points being issued by the teacher.
  - Student iPads may be inspected at any time by any member of the Educational Services team.
  - Villa Maria reserves the right to limit gaming and social media use during regular school hours using management profiles or outside of school hours.

Cellular Telephones on Campus

Given the connected nature of today's society and the trend for families to provide children with cell phones, Villa Maria applies the following framework for the use of cell phones at the school.

- Cellular telephone use at Villa Maria is limited to the locker room all times. During lunch hour it can be used in the cafeteria and the chapel.
  - Cell phone use is forbidden, at all times, in all other school locations.
  - In keeping with current regulations, unauthorized cell phone use will result in confiscation.

Technology Use and Digital Tools

- Students must use their digital tools (iPads, cell phones, computers etc.) in a responsible and respectful manner.
    - All students must ensure that their digital conduct is in line with Villa Maria's standards and educational mission.
    - Each student is responsible for the contents of their iPad, cellular telephone and other digital tools.
    - Students may not, at any time, use their digital tools to:
        i. Post, repost, share or publish messages, images, videos or audio depicting Villa Maria, fellow students or staff members without explicit permission from the individuals involved and/or the school, both on and off-campus
        ii. Engage in cyber-bullying, intimidation or harassment of any kind
        iii. Engage in any activity that can be construed as racist or sexist
        iv. Engage in any activity that violates the privacy or well-being of another person
        v. Access, download or send offensive, sexually explicit, threatening, obscene or pornographic material
        vi. Use a school account (email or other) for any commercial or illegal activity
        vii. Access or attempt to access someone else's account
        viii. Vandalize, hack or attempt to gain unauthorized access to school computers and systems.
    - Disrespectful and irresponsible use of the iPad, cellular telephone and digital tools will result in demerit points being issued by the Assistant Directors and may include disciplinary action up to and including expulsion.

- The decision to use digital tools for tests, evaluations and exams will be made by teachers, Assistant Directors and the Director of Educational Services.
    - Any student caught using or attempting to access unauthorized digital tools in a test situation is subject to disciplinary action. Please see [Policy on Academic Integrity](#).

School Resources and Support

At Villa Maria, we believe in the merits of a technology-enhanced curriculum and continue to invest in new tools and technologies to help us achieve our educational objectives.

- Villa Maria is committed to creating a safe and supportive environment for the use of digital tools.
    - We will provide students with reliable and well-maintained tools to work with on campus.
    - We will provide students with reliable Internet service on campus.
    - We will provide students with appropriate technical assistance for supported tools used on campus.
    - We will partner with parents and families to educate and guide students on the responsible use of digital tools.