

Apple Mobile Device and App Store Policy

Apple Education has provided a system for K12 schools to purchase Apps and other content for School District owned devices. See <http://www.apple.com/itunes/education> for more information.

Iron County School District requires administrators, teachers, and staff to abide by the following procedures. This applies to School District owned Apple devices such as iPads, iPods, iPhones, iTunes, or App Store purchases.

- School District owned Apple mobile devices need to be synced with School District owned computers.
- Purchases of educational apps and content should be done using the individual school's or School District's **volume purchasing tax exempt account**. These accounts will not use credit cards and will be required to use redemption codes similar to iTunes gift cards.
- Purchases made with a personal iTunes account will not be reimbursed with School District funds.
- Persons using school district redemption codes on their personal iTunes or Apple App Store accounts will be required to reimburse the school district.
- Mobile devices that require a monthly subscription to a wireless data plan are prohibited. Any exceptions will require the approval of a School District Director.
- Any use of these items is subject to the ICSD Acceptable Use Policy.

Information about the **volume purchasing tax exempt account**.

Having an education volume purchasing account ensures the School District avoids paying taxes on iTunes and App Store purchases. Another benefit is avoiding unauthorized or inappropriate purchases with School District funds. Each school will have its own account and an authorized Apple purchasing facilitator. The school facilitator will be the school principal or someone designated by the principal. Requests for purchasing from the iTunes or Apple App Store will be submitted as needed to this school facilitator. The facilitator purchases the requested items and will then distribute redemption codes to teachers, administrators and staff. Redemption codes will be the only way to acquire products using School District funds from the iTunes and Apple App store. School facilitators will acquire App Store Volume Vouchers from the School District technology department using purchase orders to Apple.

Purchases made with a personal iTunes account can still be used on Apple devices. However, the actual owner of the purchase is that person and not the district. The School District is appreciative to those who donate to a good educational cause. Instructions on how to use your school's volume purchasing tax exempt account can be found at <http://tech.irondistrict.org/techdocs/app-store>.

Responsibilities for the use of Apple mobile devices

The nature of mobile devices makes them vulnerable to theft and accidental damage at school, home, or on the road. Administrators, teachers, or other staff members put in charge of these devices, must abide by the following policies.

- Apple mobile devices should not be left unsecured in an unlocked classroom.
- Apple mobile devices should not be left unattended with irresponsible persons.
- Apple mobile devices should not be left in automobiles or other situations where the temperature exceeds 100° F or below 20° F.
- Damaged or broken devices due to liquid spills, drops, or other types of abuse are the responsibility of the person assigned as caretaker of the device. Reimbursements for replacement or repairs may be assessed by administrators for such incidents.

I have read and understand and I will abide by this Policy. Print Name _____

Signature _____ Date _____