

**GRAND RAPIDS CHRISTIAN SCHOOLS
FIFTH THROUGH EIGHTH GRADE DEVICE INCIDENT POLICY**

STUDENT STEWARDSHIP

Students are expected to take care of their school-issued devices. Staff and parents are asked to intervene if they witness behavior by students that reflects an inappropriate use of technology. The Grand Rapids Christian School [Responsible Use Policy](#), [Technology Handbook](#) including proper care of the iPad, and other documentation can be found at www.grcs.org > Academics > Our Programs > Instructional Technology.

MAINTENANCE AND SUPPORT

Grand Rapids Christian Schools assesses a student fee for 5th – 8th grade students. Part of this fee includes students receiving minor repair coverage on the school assigned devices such as headphone, microphone, camera, speaker, and charging port parts. Potential additional costs include, but are not limited to:

1. Lost or damaged power supply parts: Power adapter \$19; 1 meter cable \$19; 2 meter cable \$29.
2. Lost Logitech crayon: \$49.
3. Replacement of a broken screen or keyboard case: Up to \$100 each.
4. Replacement of a device due to loss, theft, or excessive damage: Up to \$350 which includes warranty, keyboard case, charger/cable, and crayon.

Students who incur more than two repairs in a year period will be responsible for the full repair/replacement cost.

Students are required to report any incidents with their devices to their school Learning Commons staff in a timely manner. Technology staff will review incidents where accident, neglect, or abuse is the cause, and what additional costs may need to be assessed. Damage will be photographed for record keeping purposes. If additional costs are assessed, families will be billed and payment will be expected within 30 days. If payment is not received or if students have multiple incidents in a school year, access to the school device may be restricted.

CONTACT INFORMATION

Questions regarding this policy should be directed to the appropriate person below:

GRCS Executive Director of Technology	Sheila VanderWoude	svanderwoude@grcs.org
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