

Delaware County Christian School

1:1 MS Device Policy



Middle School

Table of Contents

Introduction	3
Distribution and Return	4
Expectations for Use at School and at Home	4
Personal Responsibility and Consequences	5
Damage, Loss, Theft & Possible Costs	5
Steps for Reporting Device Issues	6
Possible Costs	6

Introduction

Technology is a valuable part of the learning environment at Delaware County Christian School. When used with purpose and intention, it supports student learning, strengthens communication, and helps prepare students for lives of influence in a digital world. In keeping with the school's mission, we seek to develop students who grow in wisdom and discernment as they engage technology and the world around them.

At the same time, technology is not always the best tool for every moment. Deep thinking, in-person collaboration, and healthy habits of focus and reflection remain central to our classrooms. Devices are used when they meaningfully enhance learning—not simply for the sake of using them. Our goal is to raise students who are not only skilled but thoughtful, balanced, and responsible in their use of digital tools.

In Middle School, these goals are supported with guardrails that reflect the developmental needs of adolescents who are still forming habits of responsibility, time management, and self-regulation. School-issued devices adhere to the following:

- **Preloaded Apps Only** – Devices will only include applications actively used by teachers. Students will not have access to an open app store.
- **Adjusted Web Filtering** – Internet access is narrowed to academic content only. While filters are helpful, they do not replace adult supervision—ongoing conversations at home remain essential.
- **Time-Based Access Controls** – Internet access will be turned off during designated hours:
 - **6th Grade:** 3:30 pm–6:00 am (1st semester only; unlocked by teacher if needed for projects or special situations: families will be notified)
 - **7th Grade:** 9:00 pm–6:00 am
 - **8th Grade:** 10:30 pm–6:00 am
- **6th Grade Digital Citizenship Instruction** – 6th grade students will receive guidance during the first semester on age-appropriate technology use to help prepare them for greater digital responsibility over time.

Helping students grow in their use of technology is a shared effort between school and home. Through intentional routines and clear expectations, we aim to foster a learning environment where digital tools serve—not distract from—our mission to educate students who will serve God and impact the world through biblical thought and action.

1. Distribution and Return

Every middle school student receives a school-issued device at the start of the school year. Devices are the property of Delaware County Christian School and are provided to support learning both in the classroom and at home.

Distribution and Return

- Devices are distributed after students complete an orientation session during the school day.
- Devices must be returned at the end of the school year or immediately if a student withdraws from DC.
- Devices and chargers returned with damage beyond normal wear and tear—such as from neglect or abuse—may result in a repair or replacement charge to the family.

2. Expectations for Use at School and at Home

School-issued devices are provided as educational tools and are to be used responsibly throughout the day—both at school and at home.

Use at School

- Devices must be brought to school fully charged and in good working condition each day.
- Students may only use their device for school-related academic work. Activities such as shopping, entertainment, watching videos, and playing games are not allowed.
- Teachers will determine when students may use their devices in class; when not in use, devices will be stored in the middle school iPad cubbies.
- Devices may not be used during chapel, in restrooms, locker rooms, or the lunchroom.

Use at Home

- Parents are encouraged to set clear expectations and routines for device use at home.
- Students may only use their device for school-related academic work. Activities such as shopping, entertainment, watching videos, and playing games are not allowed.
- The device is Wi-Fi enabled and can access the internet through home networks.

- Filtering is a helpful tool, but does not replace adult supervision. Parents should actively monitor device use at home

3. Personal Responsibility and Consequences

Each student is responsible for the care, use, and appropriate behavior associated with their school-issued device.

Personal Responsibility

- Students must take full responsibility for their device at all times. Devices are assigned to individuals and should never be shared, loaned, or swapped with others.
- Devices must be stored carefully in backpacks or lockers and never thrown, dropped, or placed under pressure (such as under a pile of books).
- All cords and accessories should be handled gently to avoid damage.
- Students must not modify, jailbreak, or attempt to bypass security settings on the device.
- Students must not tamper with labels, serial numbers, or add unapproved stickers, writing, or markings to the device, case, or accessories.
- Students must follow all teacher directions and school rules when using their device.

Consequences

Failure to meet these expectations may result in:

- Temporary or permanent loss of device privileges
- Disciplinary consequences outlined in the Student-Parent Handbook
- Financial responsibility for damage caused by neglect, intentional misuse, or violation of policy

5. Damage, Loss, Theft & Possible Costs

Students and families are responsible for the proper care and handling of school-issued devices and accessories. All damage, malfunction, or loss must be reported to the

Technology Office immediately. Students should never attempt to fix a device themselves or bring it to an outside service provider.

DC will handle repairs related to technical issues and normal wear. However, families may be charged for repairs resulting from accidental, negligent, or intentional damage, as well as for lost or stolen items. Unapproved markings or physical alterations to the device, charger, or accessories may be treated as damage and may incur additional costs for repair or replacement.

The Technology Office will evaluate the situation and determine any applicable fees.

Steps for Reporting Device Issues

1. **For damage or technical problems:** Bring the device to the Technology Office for evaluation. Issues that can be resolved immediately will be fixed on the spot. If the device requires further repair, a form will be assigned in Blackbaud to be completed by both student and parent.
2. **For loss or theft:** Contact the Technology Office at dcit@dccs.org to inform DC of your lost or stolen device. A form will be issued in Blackbaud to be completed by both student and parent. If a device is stolen off-campus, a police report must be filed, and a case number provided to the school.
3. After form completion in Blackbaud, the student and parent will be notified by the Technology Office regarding costs incurred for repair or replacement.
4. The student will receive a loaner or replacement device.

Possible Costs

The table below outlines the maximum potential costs that may be charged in the event of loss or damage to school-issued equipment. Actual costs will depend on the specific device or item and the nature of the incident, as determined by the Technology Office.

ITEM	MAX COST	DESCRIPTION
Screen Repair	\$350	Repair for a cracked, broken or damaged screen
Full Device Replacement	\$500	Replacement cost for lost, stolen, or unrepairable device
Power Supply Replacement	\$40	Replacement cost for a broken or lost power supply
Keyboard Case	\$140	Replacement cost for a lost or damaged keyboard case