Dear Parents:

If your student is struggling to use his/her iPad as its intended to be used, you may want to utilize the device's "guided access" or "restrictions." Below is a description of each function, and instructions regarding their use:

GUIDED ACCESS: *Guided Access is a function on the iPad that allows you to lock your student into a single app. For instance, if the student is having trouble staying on task while in Pages, use Guided Access (GA) to lock the iPad into the Pages App and there it will remain until you disable GA.*
To do this:

- *Go to Settings*
- *General*
- *Accessibility*
- *Guided Access*
- *Enable GA and tap in your own 4-digit code.*
- *Open the application you wish to focus your student.*
- *Triple click the home button. Click Options at the bottom of the screen and make sure the sleep/wake button is green (on). At the top of the screen you will see a box that says "start". Click it. Enter the same 4 digit code you used in the settings menu to enable Guided Access. Enter the 4-digit code again. The iPad is now locked into that App.*

- *To disable GA: Triple click the home button to disable GA. Re-enter the same 4 digit code. Click End from the top left of the screen. Guided Access is still enabled unless you go back to Settings, General, Accessibility and then disable. If you leave it enabled, you can focus the iPad in a different app by selecting the app and clicking the home button 3 times quickly to start Guided Access again.*

Note: Doing a "hard reset" on the device can disable guided Access. For that reason, when you begin the Guided Access session, click the Options button and disable Sleep/Wake button. A hard reset is when both the power button and the home button are held down simultaneously for about 10 second or until the apple icon reappears on the screen. If the Sleep/Wake button is NOT green, then a hard reset will be avoided.

RESTRICTIONS: Using Restrictions allows a parent can lock out specific features or content on the student's iPad.

- *Go to Settings*
- *General*
- *Restrictions*
- *Enter your own 4-digit code (that is easy to remember for you but not known to student).*
- *Next tap the function you would like to disable, for instance App Store. This removes the icon from the home screen, making App store inaccessible. Remember the code! If it is forgotten, the device needs to be restored at school.*