

## One-to-One Laptop Acceptable Use Policy

The term “laptop” is used interchangeably to describe a Chromebook, tablet, or other portable computing device throughout this document.

**STUDENT:** I understand and will abide by the St. Henry Local Schools Laptop and Internet Acceptable Use Policy. I further understand that any violation of the regulations outlined is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action.

**PARENT/GUARDIAN:** As the parent or guardian of this student, I have read the Internet Use Agreement. I understand that this access is designed for educational purposes. I recognize it is impossible for St. Henry School District to restrict access to all controversial materials and I will not hold them responsible for materials acquired on the network. Further, I accept full responsibility for supervision if and when my child’s use is not in a school setting. I hereby give permission to issue a laptop for my child and certify that the information contained on this form is correct.

**BOTH STUDENT & PARENT/GUARDIAN:** In cases of theft, vandalism, and other criminal acts, a police report, or in the case of fire, a fire report SHOULD be filed by the student or parent for the protection coverage to take place. A copy of the police/fire report should be provided to the principal’s office. Any additional charge is the responsibility of the student/parent and should be paid before the laptop can be replaced.

**FEE:** St. Henry Schools will be charging an annual technology fee of \$60 for students in the laptop program. This fee covers non-negligent repairs as defined in the included Policy & Procedures document. Student will receive permanent possession of the device upon graduation.

**DAMAGE/REPAIRS:** Non-negligent repairs are limited to 2 major repairs a year (repair types in Procedure documentation). If the laptop damage is beyond repair and needs to be replaced we will evaluate replacement options on a case by case basis. Student may be responsible for full replacement costs.

**NEGLIGENT/INTENTIONAL DAMAGE:** Students/Parents are responsible for up to cost of replacement of device for any intentional damages.

### Student Pledge for Laptop Use:

1. I will take good care of my laptop and know that I will be issued the same laptop each year.
2. I will never leave the laptop unattended.
3. I will never loan out my laptop to other individuals.
4. I will know where my laptop is at all times.
5. I will charge my laptop’s battery daily.
6. I will keep food and beverages away from my laptop since they may cause damage to the computer.
7. I will not disassemble any part of my laptop or attempt any repairs.
8. I will use my laptop computer in ways that are appropriate and educational.
9. I will not place decorations (such as stickers, markers, etc.) on the district laptop.
10. I understand that my laptop is subject to inspection at any time without notice.
11. I will follow the policies outlined in the Laptop Acceptable Uses Procedures and Policy.
12. I will file a police report in case of theft, vandalism, and other acts covered by insurance.
13. I will be responsible for all damage or loss caused by neglect or abuse.
14. I agree to pay for my laptop, power cords, and battery in the event any of these items are lost or stolen.
15. I agree to return the laptop and power cords at the end of each school year in good working condition.
16. I will not attempt to install authorized software or alter the state of the device at any time.

Student Name (please print): \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent or Guardian’s Name (please print): \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_