Computer/ipad Damage Protection Agreement  Computer #____________

Please read the below information to determine if the protection program is needed for you and your student against damage & loss of the loaned computer equipment in your care. This form must be completed and marked Yes or No before the computer will be provided to the student.

Coverage & Benefit
This agreement covers the computer loaned to the student against all damage or loss over $100. Accessories valued at less than $100 are not covered. Coverage is for use during school. Total value will be determined at the time of loss or damage.

Effective & Expiration Dates
This coverage is effective from the date this request form and premium payment are received by the school through the date at which the computer is requested to be returned in good working order to the school.

My signature, and that of my parent or guardian, acknowledges receipt of and agreement to abide by the terms of the computer use Policies and Procedures while using the school issued laptop.

________________________________________     _____________
student signature                        date

________________________________________     _____________
parent/guardian signature                date
Lyons-Decatur Northeast Public Schools

TECHNOLOGY AGREEMENT

This Agreement represents an outline of the Laptop or Ipad Policies & Procedures. By signing this Agreement, students and parents/guardians agree to follow the Policies & Procedures. Students and parents/guardians are encouraged to read and understand these Policies & Procedures prior to signing this Agreement.

Student Responsibilities

I agree to abide by the computer use policies and procedures in the student handbook and agree by all local, state, and federal laws.

I agree that my use of District technology is for educational purposes only.

I agree that use of District technology is a privilege and that I am responsible for the proper care of the computer that is assigned to me, as well as any other District technology equipment that is allowed to use.

I agree to keep all accounts and passwords assigned to me secure and will not share these with any other students. This includes passwords for email and network access.

I agree that I will never share personal information over the internet. In addition, I will not share personal information or images in any way. I agree to report any incidents to my parents, teacher, or staff member.

I agree that I will not install, download, or otherwise utilize any software that is not authorized by the District Technology Department.

I will not remove programs or files from the MacBook or Ipad.

I will honor my family’s values when using the MacBook or Ipad.

I will treat the MacBook or Ipad with care by not dropping it, leaving it outdoors, or using it with food or drink nearby.

I will bring my fully charged MacBook or Ipad to school every day.

I agree that email (or any other computer communication) is to be used only for appropriate, legitimate, and responsible communication.

I will return the MacBook or Ipad when requested and upon my withdrawal from LDNE Public Schools.

I will comply with all copyright laws.

I will place the MacBook or Ipad in its protective bag when not in use and when it is being moved.

I understand that I need to sync all files with the server, and that this will be my responsibility. As it is not automatic, Movie, music, and picture files will not be backed up to the server. These files should be backed up to other sources, such as a jump drive or CD.

Parent Responsibilities

I will supervise my student’s use of the MacBook or Ipad at home.

I will discuss our family’s values and expectations regarding the use of the internet and email at home and will supervise my student’s use of the internet and email.

I will not attempt to repair the MacBook or Ipad but will attempt to use the equipment in any way short of breaking it.

I will report to the school any problems with the MacBook or Ipad.

I will not load or delete any software from the MacBook or Ipad.

I will make sure my student recharges the MacBook or Ipad battery nightly.

I will make sure my student brings the MacBook or Ipad to school every day.

I understand that if my student comes to school without his/her laptop or Ipad there will be disciplinary actions.

I agree to make sure that the MacBook or Ipad is returned to the school when requested and upon my student’s withdrawal from LDNE Public Schools.

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My signature, and that of my parent or guardian, acknowledges receipt of and agreement to abide by the terms of the Laptop Loan Agreement.

student signature

date

parent/guardian signature

date

Aug 2016