

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

The Teaching and Learning with Technology initiative is to help prepare students for their future, a world of digital technology, global information, and constant communication. Increasing access to technology is essential for that future and laptops within a wireless learning environment help students to learn at their full potential and to prepare for college and the workplace.

With the assignment of laptops to access the resources of the world also comes the need to identify responsibilities and establish policies, rules, and regulations that will govern the use of the equipment. These issues range from the need to protect student access, to care and maintenance of the laptops.

The Loudonville-Perrysville School District owns all laptop computers and associated hardware and software. The laptop computer, charger and carrying case are being lent to the student borrower named above for educational purposes only during the academic school year. Students are assigned laptops in the same manner in which a textbook is issued. This means that the serial number will be recorded and student and parents/guardians will sign for the equipment before it's issued. The student to whom a laptop is issued is solely responsible for what happens to it. The laptop may only be used for educational purposes, in accordance with the District's policies/rules, and the Student Code of Conduct.

#### District Responsibilities

- Provide students with a laptop computer to use during the academic year. Students will return the computer at the end of the school year and will be reissued the same laptop the following school year.
- Provide students wireless, digital access to academic content and resources at school.
- Encourage students to utilize the Internet and District electronic resources in order to promote educational excellence in our schools by providing students with the opportunity to develop the resource sharing, innovation, and communication skills and tools that are essential to both life and work.
- Provide a Technology Protection Measure that will protect against (e.g. filter or block) access to visual displays/depictions that are obscene, materials that are harmful to minors as defined by the Children's Internet Protection Act, and other material considered inappropriate for students to access from school.

#### Student Responsibilities

Your laptop computer is an important learning tool and is to be used for educational purposes only. In order to take your laptop home each day, you must be willing to accept the following responsibilities.

- When using my laptop computer at home, at school, and anywhere else, I will follow the policies of the Loudonville-Perrysville School District—especially the Student Code of Conduct—and abide by all local, state, and federal laws.
- I will treat my laptop with care by not dropping it, getting it wet, leaving it outdoors, or using it with food or drink nearby. I will always carry it in the laptop carrying case in the proper manner.
- I will recharge the laptop battery each night.
- I will bring my laptop to school each day.
- I agree not to place decorations (stickers, markers etc.) on my laptop.
- I understand that the laptop is the property of the District. All accounts, programs, and files are subject to inspection at any time without notice.
- I will not lend my laptop to anyone, not even my friends or family: it will stay in my possession at all times.

- I will keep all accounts and passwords assigned to me secure and will not share these with any other students.
- I will be responsible for all damage or loss caused by neglect or abuse.
- I will not load any software onto the laptop without first receiving permission.
- I agree that email (or any other computer communication) should be used only for appropriate, legitimate, and responsible communication. I will not use my laptop to access online chat rooms and social networking sites such as Facebook.
- I agree not to share personal information about myself (e.g. full name, address, or other personal information) and about my family, friends, or anyone else.
- I agree not to search for, display, download, or distribute vulgar, offensive material or images as described in applicable District policies (e.g. Acceptable Use Policy and Student Code of Conduct).
- I will talk with my parent or guardian about their expectations and ground rules for going online when not at school.
- I agree to abide by school rules that will identify school procedures when I am not in an academic class (e.g. cafeteria, assemblies, after school activities/events)

**Parent/Guardian Responsibilities**

The student named above is being issued a laptop computer to improve and personalize his/her education this year. It is essential that the following guidelines be followed to ensure the safe, efficient, and ethical operation of this computer. In order for the student named above to take the laptop home each day, the parent/guardian must be willing to accept the following responsibilities.

- I will review materials provided by the school to ensure that I understand the school’s responsibility, the student’s responsibility, and my responsibility. We will discuss, at home, acceptable and non-acceptable uses of the laptop according to District policies.
- I understand that the District has made all reasonable attempts to provide a safe computing environment for students within the District’s network. I also understand that the District cannot fully control student access to internet content when students are not within the District’s network. Students using their District assigned laptop are responsible and accountable for appropriate use of the internet regardless of where they are, or when internet access occurs.
- I will supervise the use of the laptop at home making sure that it is used appropriately.
- I will not load, delete programs, or attempt to repair the laptop.
- I understand that we are responsible for all damage or loss that is caused by neglect or abuse.
- I understand that if the laptop is lost or stolen, I must immediately notify the building principal. In addition, I understand that I am required to file a police report for all stolen laptops.
- I agree to make sure that the laptop computer is returned to the school when requested and upon withdrawal from school.

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

**As parent/guardian, I certify I have reviewed this Laptop Agreement. I also certify I have viewed the online \*One-to-One Computing Presentation or attended the parent meeting which is a required to allow my child to receive a school-issued laptop.**

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*Presentation can be viewed at [www.lpschools.k12.oh.us/hs](http://www.lpschools.k12.oh.us/hs)**