

# Spencer County Public Schools

## ***2023-2024 DEVICE USER AGREEMENT***

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Parent/Guardian/Student:

The Spencer County School District is implementing a 1:1 Device program that will provide all students with access to a computer for use at school. We are very excited to be able to make these tools available to our students. We also understand that both students and parents are concerned about keeping these tools secure and in good working order.

Like textbooks, team uniforms, and other school property issued to your student, there is a responsibility to take appropriate care of these valuable resources. The device is no different, but it does represent an increased cost to the district and liability to students and parents. We know that loss and accidents will happen. However, vandalism and intentional damage can and should be avoided. District policies, regulations and practices require that a fee be levied to cover the repair or replacement cost of district property that has been vandalized or intentionally damaged. With computing devices, like the Chromebooks or Windows devices, the cost of loss or damage can be significant.

The goals of the program include the following:

- The promotion of student engagement and enthusiasm for learning
- Increases in student computer literacy
- Preparation for the 21st century workplace
- Improvements in student achievement

All devices are the property of the Spencer County School District, on loan to the student so long as the terms of this agreement are adhered to.

Spencer County Schools, in compliance with the "Children's Internet Protection Act (CIPA) will provide internet content filtering that meets the CIPA requirements during school hours.

**The device is intended to be used by the student, and the student alone. It should not be shared with other students, family, nor friends.**

Printed Student Name: \_\_\_\_\_

Student Initials: \_\_\_\_\_

Student Grade Level: \_\_\_\_\_

Parent Initials: \_\_\_\_\_

# Spencer County Public Schools

## ***DEVICE LIABILITY***

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**COVERAGE**: Devices are covered against all accidental damage. They are NOT covered for intentional misuse, abuse, vandalism, or neglect by the student or any household members, or loss/damage of the power cord/adaptor. If the student does not exercise proper care and/or take appropriate precautions, as described in the Technology 1:1 Handbook, and this behavior resulted in damage to the equipment, the cost of the repair or replacement will be the responsibility of the student/parent.

If the device is accidentally damaged, it will be repaired at no cost. If it is intentionally damaged or vandalized the student/parent will be charged according to whatever fee is charged by the repair facility. If the charger (power cord/adaptor) is lost or damaged, the student/parent will be charged according to whatever the market value for a replacement is. Chargers (power cords/adapters) are not covered under any warranties.

If you withdraw or transfer from Spencer County Schools, it is your responsibility to immediately return the device and all accessories to your school's front office or media specialist before your transfer request will be processed.

Students who withdraw or leave the Spencer County School District, and do not return the student issued device, with the same asset tag that was issued to them, will be subject to a fine and reported to the local law enforcement as having possession of a stolen device.

**THEFT** - If the device is stolen, the Spencer County School District will require that a police report be submitted. Fraudulent reporting of theft will be turned over to the police for investigation. A student making a false report will also be subject to disciplinary action.

**LOSS** - If the device is lost, the district will charge whatever the current market cost is for a like unit. Upon payment, the student will be issued a replacement device. In the event that the lost or stolen device is recovered in working condition, the deductible will be refunded after the lost device is returned.

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Printed Student Name: \_\_\_\_\_

Student Initials: \_\_\_\_\_

Student Grade Level: \_\_\_\_\_

Parent Initials: \_\_\_\_\_

# Spencer County Public Schools

## ***DEVICE AGREEMENT***

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Participation in the 1:1 program requires agreeing and adhering to the terms specified in this document.

I, \_\_\_\_\_, will: (Student's full name, printed)

- follow the guidelines in the Spencer County Student Handbook and Technology Handbook, the District's Acceptable Use Policy for electronic resources, and any relevant state and/or federal laws.
- use school computers for educational purposes in a safe, legal, ethical, and responsible manner. I will not do anything with school computers that impacts anyone else's well-being, safety, or privacy.
- not install additional software to the device, or change any system settings unless permitted and/or assisted by school technology staff. Devices will be preinstalled with Spencer County selected software programs that will meet the educational objectives of the 1:1 program. Recognizing this may change over time, additional software may be installed by school technology staff.
- not attach stickers to, write on, or otherwise deface the device. I will not tamper with the school's labels or identifying information on the device.
- handle the device with care, keeping it clean, dry, away from food and drink, and shield it from extreme hot or cold temperatures. Computers should only be operated within the temperature range of 50 to 90 degrees F.
- be diligent in caring for and transporting the device throughout the school building. I will ensure that the device is closed and secure during transport. I will only use the device on a stable platform such as a desk or table and not on a soft surface which will block the cooling vents and cause it to overheat.
- always have the device in my personal possession, in the care of a teacher or another responsible adult, or in a secure location.
- not trade devices, chargers, or batteries with another student.
- notify Spencer County School's technology staff or Library Media Specialist immediately if my Device is damaged, lost, or stolen.
  - I will provide a detailed description of any damage that occurs to the device, including when and how, as required within the device warranty agreement. I will not attempt to repair a damaged device or have someone other than Spencer County School's technology staff repair it. If the District determines that there was intentional or negligent damage or damage outside of that which is covered by the device "accidental damage" warranty, then the student/parents are responsible for the cost of repair or replacement.
- keep my personal information private, i.e., I will not share my social security number, address, or phone number(s), and I will exercise caution when reading email and visiting websites in order to minimize the impact of viruses. I will not use a school computer to violate copyright laws, or to steal software, movies, music, or any other type of protected media.
- not use tools that prevent the web browser from logging my browsing history. Additionally, I will not delete the browsing history, unless told to do so by school technology staff.
- return the device and charger at the end of the school year, or any other time as requested, for maintenance and software updates. I will return the original device and charger that was assigned originally.

Printed Student Name: \_\_\_\_\_

Student Initials: \_\_\_\_\_

Student Grade Level: \_\_\_\_\_

Parent Initials: \_\_\_\_\_

# Spencer County Public Schools

## ***STUDENT AGREEMENT***

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I understand:

- That the device is issued to me for my use, but that it is school property. I realize that technology staff may inspect the Device at any time.
- I agree to abide by all the provisions of the Student Handbook, the Technology Handbook, the Acceptable Use Policy, and this contract. I understand that the use of technology and the Internet at Spencer County Schools is a privilege, not a right, and that inappropriate use may result in loss of privileges.
- That if I lose or damage the device, I am responsible for the cost to repair or replace it.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Serial Number for Device: \_\_\_\_\_

Serial Number for Charger: \_\_\_\_\_

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Student or Parent Signature for Above Device  
& Charger:

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## ***PARENT/GUARDIAN AGREEMENT***

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- I will encourage my student to abide by all the provisions of the Student Handbook, the Technology Handbook, the Acceptable Use Policy, and this contract.
- I understand that the use of technology and the Internet at Spencer County Schools is a privilege, not a right, and that inappropriate use may result in loss of privileges.
- I understand that if my child damages or loses his/her device, that I along with my child will be responsible for the cost to repair or replace it.

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

Printed Student Name: \_\_\_\_\_

Student Initials: \_\_\_\_\_

Student Grade Level: \_\_\_\_\_

Parent Initials: \_\_\_\_\_