

QUAKER VALLEY SCHOOL DISTRICT LAPTOP AGREEMENT

****Please Read This Entire Document****

Student Name: _____

Grade: _____

Responsibility:

- I understand that in order for a student to be assigned a Quaker Valley School District issued laptop computer, families are **required** by the school district to purchase the Quaker Valley School District's authorized insurance policy. (*note* premiums will be paid by Quaker Valley School District for students who qualify for free or reduced priced lunches). **The insurance policy covers accidental damage, normal wear and tear, theft, and loss. Loss is defined as irreparable damage due to fire, flood, lightning, vandalism, or some other natural disaster. Misplacement is not loss.**
 - **In order for a claim of loss to be "valid," the student and/or family must produce the remains of the computer for the district to determine if the machine is damaged beyond repair.**
 - **In order for a claim of theft to be "valid," the student and/or family must produce a police report within seven (7) school days of the occurrence.**
- Product failure is fully covered and is not the responsibility of the student, family, or school district. Quaker Valley School District and its affiliates are the only authorized parties who can classify a defect as product failure.
- I understand that repair and replacement costs associated with instances that are not covered by the school's insurance policy are the **sole financial responsibility of the students and families.** This would include: **intentional damage, misuse, and misplacement (detailed above).**
- I understand that assessment and classification of damages (accidental vs. intentional/misuse) are the sole responsibilities of the school district and the school's findings and determinations are final.
- I understand that in order for an insurance claim to be opened, instances of theft, loss, or damage **must** be reported to the high school office within **seven (7) school days** of their occurrence.
- Students and parents will be held responsible for proper use and care of the laptop computer, as is the case with all district-issued materials.
- Quaker Valley School District provides filtering for inappropriate websites/material. Parents/Guardians are responsible for monitoring their child's use of the laptop when at home to ensure they do not adjust the laptop's settings and preferences or view inappropriate websites/material.
- Repairs to the laptop computer are **only** to be made by authorized school district personnel. Repairs may be made at any time a school official deems them necessary for the proper operation of the computer. Financial responsibility for computer repairs will be determined in accordance with the provisions of this agreement.
- This signed agreement is binding for the length of time the student possesses a Quaker Valley school-issued laptop computer. However, the school district may opt to renew and/or revise this agreement on an annual basis.

Terms and Explanation of the District's Insurance Policy

This policy covers:

- Full replacement cost for loss or theft (regardless of the age of the computer) with a deductible to be paid by the insured party. **Loss is defined as irreparable damage due to fire, flood, lightning, vandalism, or some other natural disaster. Misplacement is not loss.**
- Accidental damage to the computer (as defined in this agreement) with a deductible to be paid by the insured party.

Deductible Schedule for Accidental Damage/Loss:

First incident of accidental damage/loss	\$40.00
Second incident of accidental damage/loss	\$60.00
Third incident of accidental damage/loss	\$80.00
Subsequent incidents of accidental damage/loss	\$200.00

Deductible Schedule for Theft:

First theft	\$100 (<i>with police report</i>)
Subsequent theft	- Full Replacement Cost

NOTE: Deductibles do not reset annually, they are cumulative for the duration of time a student is enrolled or re-enrolled in QVHS.

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This policy DOES NOT cover:

- Intentional damage to the computer (As determined solely by the Quaker Valley School District)
- **Misplacement of the computer**
- Misuse of the computer (i.e. careless liquid spills, defacing the computer with stickers, ink or paint, and/or carrying and handling the machine in an incorrect manner).
- With the exception of manufacturer defect, this policy does not cover theft, loss or damage (accidental or intentional) to the AC power adapter, or any other district issued accessories. It only covers the computer itself. Damage, theft, or loss of these **items** is the sole financial responsibility of the students and their families.

Frequently Asked Questions

What are the most frequent accidental damages that occur to the student computers?

Some of the most frequent damages are cracked LCD screens, damage to the motherboard, damage to keyboards, and damage to the outer plastic/aluminum casing. Full replacement cost of a computer is \$740.

Why does a QV laptop cost more than the retail cost?

The cost reflects the hardware, software, technical support, warranty (for product defects) and maintenance. The district incurs these costs when a computer needs to be replaced.

Are there any costs to students on free and/or reduced lunch?

The district will pay the cost for the insurance premium. The costs that these students may incur are deductibles as described earlier in this document and damage defined above in the “This policy DOES NOT cover” section.

How do I make a claim under the QV policy?

Within seven (7) school days, the student must submit a written report of theft, loss or damage to the high school main office. For theft or vandalism, the student must present the report to the school resource officer, who may conduct an investigation. (Theft/Loss forms can be obtained in the office.) For damage, the student will fill out and sign a Computer Repair Form as instructed to do so by district personnel. If a deductible is required, it must be paid in the form of cash or a check made out to Quaker Valley School District before the student is issued a repaired or replacement unit. Once the report has been made, the deductible paid (if necessary) and the investigation is finished, the claims process is complete.

Can my premium or deductible be increased? Can my premium be canceled?

It is the district’s intention to provide comprehensive coverage for a minimal cost to the student; however, if claims become excessive, frequent, or a fraudulent claim is suspected, the district has the sole right to increase premiums or deductibles (see schedule above), or to cancel the insurance at any time.

Can I purchase additional coverage for all accidental damage, including careless liquid spills?

Yes. There are many insurance companies (such as NSSI or certain Homeowner’s Policies) that cover all types of damage including liquid spills. **However, the school district will only accept payment from students and families, and will not deal directly with other insurance companies.**

Insurance Selection (All Students and families must insure the computers by one of the following methods):

___ I elect the Quaker Valley School District policy and my check for \$41.00 (made payable to Quaker Valley High School) is attached.

___ My student qualifies for free/reduced priced lunches and I elect the Quaker Valley School District policy. I understand that while the school district will cover the cost of my insurance premium, I am responsible for paying any and all deductibles that may be incurred due to excessive accidental damage, intentional damage, or loss.

___ I elect not to have my student receive a Quaker Valley School District Laptop Computer.

Having fully read this Quaker Valley Laptop Agreement, I understand my responsibilities for caring for and insuring the computer, and I agree to the terms above regarding the laptop computer my student will receive from the Quaker Valley School District.

Parent/Guardian Names(s) PRINT: _____ Grade: _____

Parent/Guardian Signature(s) _____ Date: _____

Student Signature _____ Date: _____