

# Laptop Pledge

1. I will take care of my school issued laptop.
  - We know that accidents happen. However, we ask that you do your best when handling your laptop. If, or when, an accident happens bring your laptop to the CISD Technology building straight away. Waiting may result in more issues or damages to the laptop.
2. I will never leave my school issued laptop unattended and I will know where it is always.
  - DO NOT leave in the hallway, classroom (if going to bathroom while in class it is fine to leave on your desk. Make sure you close the laptop case/lid), cafeteria, gym, bus, outside, etc.....
3. I will never loan out my school issued laptop to others.
  - Not to family members, or friends.
  - DO NOT share your password with anyone.
4. I will charge my school issued laptop's battery fully daily.
  - At night TURN OFF laptop and plug into charger.
  - If you are having issues charging laptop at home speak to someone in Technology.
  - If you lose your charger you can buy one for \$20 from CISD Technology.
5. I will be responsible for any damage caused by food or drink to my school issued laptop.
  - DO NOT have food or drink around laptop. However, if you do spill any on your laptop you will be charged for damages.
6. I will not disassemble or deface any part of my school issued laptop or attempt any repairs.
  - DO NOT pick or pull off keys on keyboard.
  - DO NOT pull apart the plastic bezel around the screen.
  - DO NOT pry and pull up the mouse track pad.
  - DO NOT draw/carve on the keyboard, plastic or anywhere on the laptop and case.
  - DO NOT put stickers on your laptop.
  - DO NOT pull off the CISD sticker or any other CISD/manufacture stickers (tags) on the laptop.
7. I understand that my school issued laptop is for educational use.
  - The school issued laptop is a cloud-based device. It is not meant for loading full of software.
  - The laptop is for class use. If you try downloading software (games/chat) your laptop will not function properly.
8. I will carry my school issued laptop in the closed position.
  - Keep the laptop closed and case zipped closed while carrying.
9. I understand that my school issued laptop is subject to inspection at any time without notice and remains the property of the ComfortISD.
10. I will file a police report within 24 hours in case of theft or vandalism.
  - If this is not done, you may be charged for the full price of the missing laptop.
11. I will be responsible for all damage or loss caused by neglect or abuse.

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12. I agree to return the School issued laptop, power cords, and case in good working condition at required check-ins (i.e., withdrawal from school or summer).
13. I will follow the Comfort ISD Responsible Use Policy when using my School issued laptop.
  - This was in your registration packet. You and your parent signed and turned in with your registration packet. If it was not returned you will NOT be issued a school laptop.
14. I understand that my use of the School issued laptop is subject to all applicable District policies and regulations, the Student Handbook, Student Code of Conduct, and any individual campus procedures.

Print Student Name \_\_\_\_\_ Student ID #: \_\_\_\_\_

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

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

Both parent and student signature required. This form must be returned with the required registration documents to your child's campus.